SCHOOL:	Newchurch Community Primary School
HEADTEACHER:	Mrs. Jayne Narraway
NAME OF ASSESSOR/S:	Mrs. Jayne Narraway, Mr. John Duckett, Mrs. Janine Dowling
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				LIKELIHOOD	(L)		L x S = RISK RATING SCORE (RR)					
S	EVERITY OF RISK (S)	1.	2.	3.	4.	5.		EXO MONITORIO SCORE (MA)				
	(,	RARE	UNLIKELY	POSSIBLE	VERY LIKELY	ALMOST CERTAIN	LOW (L)	NO FURTHER ACTION REQUIRED				
1	Insignificant	1	2	3	4	5						
2	Low	2	4	6	8	10	MEDIUM (M)	FURTHER CONTROL MEASURES REQUIRED AND				
3	Tolerable	3	6	9	12	15	9-15	IMPLEMENTED BEFORE PROCEEDING.				
4	Major	4	8	12	16	20	HIGH (H)	DO NOT PROCEED				
5	Intolerable	5	10	15	20	25	16-25	20.7330225				

REF NO	TASK / WORK / OPERATION	DO HAZARDS EXIST?	WHAT ARE THE HAZARDS?
Children			
01	Travelling to and from school	Υ	Close contact and mixing of pupils on home to school transport / public transport
02	Drop off and collection of children	Υ	Mixing of parents and carers / children and young people during the drop off and collection times
03	Use of shared equipment and resources	Y	Higher risk of contamination if pupils and staff use shared equipment and resources
04	<u>Use of shared spaces</u>	Υ	Higher risk of contamination if pupils and staff use shared spaces
05	Use of outdoor spaces and equipment	Y	Higher risk of contamination if pupils and staff use shared outdoor spaces and equipment
06	Physical education lessons and contact sports	Υ	Close contact during sport and physical education lessons
Hygiene			
07	Access to toilets and hand washing facilities	Y	Mixing of pupils/staff during visits to toilets and hand washing facilities
08	PPE	Y	Lack of PPE when having to undertake a task where close contact is necessary.
09	Cleaning	Υ	Ineffective infection control and increased risk of infection
10	Visitors and Contractors working on site	Υ	Poor hygiene maintained and higher risk of contamination with additional adults working on site.
Vulnerable	e Individuals		
11	Supporting clinically vulnerable pupils and staff	Y	Pupils and staff are at higher risk of severe illness and deemed vulnerable under Public Health and NHS guidance.
12	Supporting children with challenging or additional needs	Y	Risk in working with children in limited spaces around school
Staff			
13	Staffing level	Υ	Lack of staff available to teach or carry out required tasks in school.
14	Arrival and departure of school staff	Υ	Mixing of staff during the arrival to and departure from school
15	Managing visitors and temporary staff	Υ	Visitors not following guidance and safe working practices

16	Staff meetings	Υ	Staff from various nests needing to interact during meetings causing
			risk of cross-contamination.
17	<u>Marking</u>	Υ	Staff moving resources around the school.
18	Reduced leadership through SLT absence	Υ	Roles and responsibilities changing if SLT members need to isolate.
19	Office staff	Υ	Continuity issues if members of the school office are absent due to isolation
20	Intervention	Υ	Risk of contamination through interaction with staff and groups through non-classroom based activities.
Curriculur	m		
21	Extra-curricular activities	Υ	Children from nests interacting in after-school clubs.
22	Educational visits	Υ	Children and staff working off-site in locations accessed by multiple
			schools and groups.
Communi	ication		
23	Communication and consultation	Υ	Uncertainty from staff and parents of the arrangements in place for returning back to school and the measures in place to protect against the coronavirus.
24	Parental contact	Υ	Risk of contamination from external sources during unscheduled or unnecessary meetings.
25	New starters	Υ	Ensuring that parents/families new to school are aware of systems and expectations prior to September.
Building			
26	Routine and statutory testing, inspections, flushing and servicing of equipment and systems.	Υ	Lack of maintenance or statutory testing of equipment within school resulting in poorly maintained systems or contaminated water system.
27	Use of classroom space	Υ	Risk of closer contact between staff and pupils
28	Movement around the building	Υ	Risk of closer contact between various groups around the school.
29	Delivery of inbound goods	Υ	Ineffective infection control and increased risk of infection
30	Photocopying and printing	Υ	Risk of cross-contamination through shared resources and spaces.
31	Maintenance	Υ	Risk of cross contamination through staff moving around the building
			and visitors being on site.
Emergenc	cy Procedures		
32	-	Υ	Lack of fire wardens or first aiders available to deal with emergency
	<u>Fire Wardens and First Aiders</u>	,	or accident.

			situation.
34	Managing symptomatic pupils and staff	Υ	Risk of infecting pupils and staff if symptomatic pupils and staff are
			not managed in line with the guidance
35	Risk of infection due to 1 to 1 contact, such	Υ	Challenges presented by the need for 1 to 1 contact such as first aid
	as first aid or restraint.		or restraint
36	Registering children and evacuation needs	Υ	Risk of children being registered incorrectly across nests.
37	Reporting of injuries, Diseases and	Υ	Lack of reporting to the HSE any incident in work that has led to the
	<u>Dangerous Occurrences to the HSE</u>		possible exposure of covid-19
Wellbein	g		
38	Staff and pupil emotion wellbeing	Υ	Emotional distress linked to phased return, events linked to
			pandemic and ongoing challenges.
Wrap-ard	ound care		
39	Social distancing of children	Υ	Risk of children interacting with other nests.
40	Staffing	Υ	Staff at risk due to interaction with variety of nests.
41	Food preparation	Υ	Risk of children and staff interacting with resources and individuals
			when eating.
42	Arrival and departure	Υ	Maintaining phase groupings and restricting interaction with other
			nests.
Lunch an	d food preparation		
43	Break / lunch times	Υ	Mixing of pupils during break and lunch times.
44	Provision of school meals	Υ	Mixing of staff and pupils whilst providing school meals
Lockdow	n Procedures		
45	<u>Communication</u>	Υ	Attendance and contacting vulnerables
46	Building	Υ	Risk of contamination through being in contact with affected areas.
47	Staffing	Υ	Risk of reduced staffing levels or cross contamination through nest
			groupings.
48	Critical workers and priority groups	Υ	Ensuring continued care for children who have parents or carers who
			are critical workers or those children deemed vulnerable.
49	Wrap-around care	Υ	Changes in availability of wrap-around care provision and effect on
			families.
Addition	al Control Measures		
50	Parental Conferencing Days	Υ	Ensuring safe environment for adults to be on site.
51	<u>Events</u>	Υ	Risk of cross contamination through whole school or class events.
52	Recruitment	Υ	Risk of interview and application process causing cross

			contamination.
53	Working online (Staff)	Υ	Risk of repetitive stress related injury.
54	Additional staff wellbeing procedures	Υ	Risk of staff wellbeing affecting mental health and ability to work.
55	Holidays abroad	Υ	Risk of introducing COVID and alternative variants to school.
56	Online safety	Υ	Risk of accessing unsuitable material due to increased time online.

HAZARDS	POTENTIAL	PERSONS AT RISK	EXISTING CONTROL MEASURES	RISK	L/	MITIGATING ACTION INTRODUCED	NEW	RESIDUAL
	HARM			RATING	М		RISK	RISK
					/H		RATING	
		Staff Pupils Visitors		L x S = RR			L x S = RR	L/M/H

01	Direct	Υ	Υ	Υ	•	Ensure parents and children and	5	1	•	5	1
01	transmission	'	'	'	•		3	_		3	_
Unable to						young people are aware of the					
maintain	of COVID-19					recommendations set out in the					
social	virus from					Coronavirus (COVID-19): safer travel					
distancing	being in close					guidance for passengers (including					
_	proximity to					avoiding peak times) when planning					
measures	people with					their travel					
and mixing	the virus (i.e.				•	Parents, carers and families have been					
of pupils	person to				•	frequently reminded about social					
on home											
	person					distancing guidelines.					
to school	transmission -				•	Additional siblings to stay close to					
transport /	hand to hand,					family group as much as possible					
public	hand to				•	Provide families and staff using public					
transport	mouth, hand					transport with a guidance leaflet and					
transport	to body)					expectations for keeping themselves					
	Indirect					safe.					
(Proximity	transmission					If public transport has been used by					
of families	of COVID-19				•						
to school	virus from					staff or pupils or face coverings have					
						been used to get to school, pupils					
make this	hand and					should be instructed to wash or					
a very	hands contact					sanitise their hands, remove their face					
limited	with					covering before entering school					
risk)	contaminated					without touching the front of face					
113K)	surfaces					covering and wash/sanitise their					
						hands again before continuing to their					
						classroom. A bin (lidded if possible)					
						should also be provided to ensure					
						face coverings can be disposed of					
						appropriately at entrance points.					
					•	If a child is ill and needs to be sent					
						home from school where public					
						transport needs to be used, the LA will					
						be contacted to send recommended					
						transport. This will reduce the risk of					
						infection on public transport. If					
						parents/carers are able to collect, this					
						will be the preferred method of					
						transportation.					
					•	Advise children and young people to					
						remain 1 metre + apart on school					
						transport where possible (Proximity of					
						families to school mean that public					
						transport use is unlikely).					
					•	Advise children and young people to					
						wash their hands for 20 seconds prior					
						to getting on the bus and after getting					
						off – if they do not have access to					
			l	l		on in they do not have access to	l				

washing facilities advise them to use
hand sanitizer
Where it is in school's control, make
sure transport providers do not work
if they or a member of their
household are displaying any
symptoms of and follow hygiene rules
and try to keep distance from their
passengers.
Take appropriate actions to reduce
risk if hygiene rules and social
distancing is not possible, for example
when transporting children and young
people with complex needs who need
support to access the vehicle or fasten
seatbelts.
Provide guidance or training for
school pupils on how to use school
transport.
Substitute smaller vehicles with larger
ones, or running 2 vehicles rather
than one, where possible, to reduce
the number of passengers per vehicle
and increase the amount of space
between passengers (Proximity of
families to school mean that public
transport use is unlikely).
Cordon off seats and eliminating face-
to-face seating, where vehicle
capacity allows, to help passengers
spread out. (Proximity of families to
school mean that public transport use
is unlikely).
is unlikely).

02	Direct	Υ	Υ	Υ		Each cohort will become a 'Nest' akin	10	М	10	М
	transmission	'	'	'		to a bubble. Each nest will be given a	10	IVI	10	141
Mixing of	of COVID -19					· · · · · · · · · · · · · · · · · · ·				
parents and						designated arrival and departure time				
carers /	virus from					for dropping off and picking up				
children and	being in close					children.				
young	proximity to				•	Two classes will be able to arrive and				
people and	people with					depart simultaneously using				
non-	the virus (i.e.					alternative exits.				
adherence	person to				•	Siblings have been arranged to reduce				
of social	person					waiting time for parents and to ensure				
distancing	transmission -					limited queuing.				
measures	hand to hand,				•	Children in wrap around care will be				
during the	hand to					subdivided into cohort specific				
drop off and	mouth, hand					groupings – this will remain during the				
collection	to body)					autumn term.				
times	Indirect				•	Staff will be on site prior to the arrival				
	transmission					of classes at 8:30am unless				
	of COVID-19					contractually agreed otherwise.				
	virus from				•	Classes will have a staggered start				
	hand and					with Y6 entering initially. Following				
	hands contact					this one class from KS1 and one from				
	with					KS2 will enter at intervals.				
	contaminated				•	Member of staff will be present for				
	surfaces					the arrival of their cohort to ensure				
						that children can enter once they				
						arrive and limit queueing.				
						Parents will not be permitted to enter				
					•	the main building during pick up or				
						drop off. Parents will leave the				
						children at the gated entrance and				
						then follow the one-way system to leave the school grounds.				
						_				
					•	Parents of children in reception class				
						will be able to accompany their child				
						into school for the first two weeks of				
						the academic year.				
					•	Once a child has been collected,				
						families will follow a directed path				
						away from the building to avoid				
						queuing parents/carers.				
					•	Staff will not leave the building during				
						these pick up times to avoid the car				
						park being used.				
					•	Front entrance will remain the				
						thoroughfare for wrap-around care				
						children and all staff.				

Children instructed to wash hands on
arrival and departure. This will be
monitored by staff member attached
to the specific nest.
Parents will be informed that only one
adult will be allowed to drop off or
collect a child at any time to reduce
crowding. This will be reaffirmed at
the school gate by member of staff.
Children will not be admitted to
school outside their designated time
unless it is essential to do so and has
been communicated to SLT. This may
include where children have restricted
movement e.g. wheelchair users
(None currently on site)
Timetable for drop off and collection
has been reviewed to offer a five
minute window for each cohort. This
will then allow a window for clearing
the school grounds before the arrival of the next cohort. This will be
communicated to parents.
In line with the outbreak management
plan, parents and staff will be asked to
wear face masks at drop off and pick
up times and social distancing
reestablished in the event of a
significant outbreak.

00	Direct	V	V	V		Limited amount of chared recourses in	10	N/I	Now variants note greater risk of passing on COVID	10	NA
Higher risk of contaminati on if pupils and staff use shared equipment and resources	Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces	Y	Y	Y	•	Limited amount of shared resources in use Reading books to be taken from designated nest libraries. Any books from central store will be changed on a Friday and quarantined for 72 hours before returning to the system. Where materials need to be shared, they will be cleaned more frequently. The amount of shared resources will have been greatly restricted through removal of objects and individual packs made for children containing necessary resources. Shared resources selected for ease of cleaning. These will be cleaned through the use of sterilization sprays on a weekly basis and before being used by another nest. Central order completed by SLT and admin team to ensure that pupils and staff do not need to share basic resources. Water fountains not being used and children to bring in own water bottles. Staff to refill water bottles from purchased bottled water. Child opens lid, staff fill bottle without coming into contact with child's bottle, child replaces lid. Disposable cups provided for children without a water bottle but staff will speak with parents for the next day to ensure they have one. Shared resources which are subject specific (e.g. PE) will be cleaned after use where possible. Curriculum timetabling will aim to assign resources to nests for a set time e.g. science units will only occur in one nest per half term. This also includes resources for research and computing	10	M	New variants pose greater risk of passing on COVID strain. Staff will be retrained at the start of the school year on expectations around sanitizing resources which have the potential to be shared through staff handbook and staff briefing. All staff will be expected to interact with the guidance set out by school. These processes will include the washing/sanitizing of hands at specific times (including around breaks and lunch), the restriction of shared resources where possible (including the use of personal packs for all Y2-Y6 pupils) and the systematic cleaning/spraying of shared resources in EYFS and Y1 (COSHH, training and masks to be provided for any sprays/cleaning products used).	10	M
						e.g. laptops and iPads.					
04 Higher risk of contaminati	Direct transmission of COVID -19 virus from	Υ	Y	Y	•	Deep clean to be completed over the summer to ensure all spaces are ready for reopening. SLT and admin to liaise with cleaning	10	M		10	М

:6:1	I be a transfer of a co	T T	Assess to describe a selection for			
on if pupils	being in close		team to develop schedule for			
and staff	proximity to		cleaning.			
use shared	people with		All classes and shared spaces to be			
spaces	the virus (i.e.		cleaned daily by cleaning team			
	person to		following use.			
	person		Shared spaces timetabled and cleaned			
	transmission -		between uses by separate nests.			
	hand to hand,		Children and staff will ensure to wash			
	hand to		hands/sanitise when they change			
	mouth, hand		rooms.			
	to body)		School staff in each nest to maintain			
	Indirect		cleaning of key resources e.g. tables –			
	transmission					
	of COVID-19		particularly prior to and following the			
	virus from		children eating in class.			
	hand and		Appropriate risk assessments are in			
			place for use of cleaning products,			
	hands contact		particularly in line with COSHH/MSDS			
	with		sheets. Ensure staff have received			
	contaminated		information on safe use.			
	surfaces		 Breaks to be staggered to ensure that 			
			shared spaces are not over-crowded,			
			notably the staffroom, reprographics			
			and storage rooms. Staff will be			
			expected to clean spaces and touch			
			points after use.			
			Each nest to have own entrance and			
			exit door, hand wash and toilet			
			facilities to ensure nests do not cross			
			over.			
			On days with scheduled PE sessions,			
			children will attend school in PE kit.			
			Activities which involve the children			
			talking to one another should be			
			limited and no longer than 15			
			minutes.			
			Midday assistants will be given			
			induction by SLT to ensure that			
			systems are in place, understood and			
			followed.			
			Kitchen staff to remain in their own			
			'nest' and limited engagement with			
1			children. Children will scrape their			
			own plates, etc.			
			 Interventions keep within phased 			
			groups and places allocated to each			
			teaching assistant. Children will take			
			their resources with them, wash their			
	I				L	

hands and the area will be cleaned
after use.
Young children, who find it difficult to
thoroughly wash their hands (limited
number of children) or have allergic
reaction to the products will be
provided with skin friendly cleaning
wipes.
Lockers will be cleaned at the end of
the day by cleaning staff.
PE kits will be kept on throughout the
day to limit the need to access
lockers.
All staff retrained on the expectations
of cleanliness and hygiene within the
building. This includes elements such
as spraying tables, cleaning of toilets
and emptying bins. The classroom will
also be arranged in order to reduce
the risk of transmission of COVID.
that space is accessible for learning:
All surfaces decluttered to
ensure that cleaning is
easier.
o Tissues placed around the
room to ensure that
children can access them
easily.
Hand sanitizer available in
all classes under staff
supervision for any occasion
when washing hands at the
sink is not possible.
COVID kits in one place and
left out of reach of children
to ensure that COSHH is
maintained and that they
are for designated staff use
only.)
o All windows to be open
when the room is in use.
Doors to be opened during
break times and if the room
is not in use.

	Direct	Υ	Υ	Υ	•	No shared resources to be used during	5	ı	•	5	ı
05	transmission	'	•			breaks. Materials provided for each	3	-		3	-
Higher risk											
of	of COVID -19					child where possible e.g. skipping					
contaminati	virus from					ropes or each nest e.g. a designated					
on if pupils	being in close					ball etc.					
and staff	proximity to				•	Break times are staggered with set					
use shared	people with					areas for nests.					
outdoor	the virus (i.e.				•	Robins wrap-around care to be split					
spaces and	person to					into nests linked to phase groups KS1,					
equipment	person					LKS2, UKS2. These nests within after-					
equipment	transmission -					school club will have designated					
	hand to hand,										
	hand to					outdoor times and areas which they					
						can use, to limit possible interaction					
	mouth, hand					with other nests.					
	to body)										
	Indirect										
	transmission										
	of COVID-19										
	virus from										
	hand and										
	hands contact										
	with										
	contaminated										
	surfaces		.,			0 1 1 11 11	-			-	
06	Direct	Υ	Υ	Υ	•	Curriculum will be timetabled for	5	L	•	5	L
B . I I . I											
Risks linked	transmission					shared resources e.g. iPads to ensure					
to physical	of COVID -19					that only one nest is using them					
						that only one nest is using them during a set period to allow for					
to physical	of COVID -19					that only one nest is using them					
to physical education and close	of COVID -19 virus from					that only one nest is using them during a set period to allow for					
to physical education	of COVID -19 virus from being in close					that only one nest is using them during a set period to allow for cleaning and quarantining. Equipment will be assigned to individuals e.g.					
to physical education and close	of COVID -19 virus from being in close proximity to people with					that only one nest is using them during a set period to allow for cleaning and quarantining. Equipment will be assigned to individuals e.g. rackets, tennis balls etc. This will					
to physical education and close	of COVID -19 virus from being in close proximity to people with the virus (i.e.					that only one nest is using them during a set period to allow for cleaning and quarantining. Equipment will be assigned to individuals e.g. rackets, tennis balls etc. This will include any use of larger PE					
to physical education and close	of COVID -19 virus from being in close proximity to people with the virus (i.e. person to					that only one nest is using them during a set period to allow for cleaning and quarantining. Equipment will be assigned to individuals e.g. rackets, tennis balls etc. This will include any use of larger PE equipment e.g. benches etc.					
to physical education and close	of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person				•	that only one nest is using them during a set period to allow for cleaning and quarantining. Equipment will be assigned to individuals e.g. rackets, tennis balls etc. This will include any use of larger PE equipment e.g. benches etc. PE lead to organise equipment for all					
to physical education and close	of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission -				•	that only one nest is using them during a set period to allow for cleaning and quarantining. Equipment will be assigned to individuals e.g. rackets, tennis balls etc. This will include any use of larger PE equipment e.g. benches etc. PE lead to organise equipment for all sessions including auditing and					
to physical education and close	of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand,				•	that only one nest is using them during a set period to allow for cleaning and quarantining. Equipment will be assigned to individuals e.g. rackets, tennis balls etc. This will include any use of larger PE equipment e.g. benches etc. PE lead to organise equipment for all sessions including auditing and ordering of new stock and checking					
to physical education and close	of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to					that only one nest is using them during a set period to allow for cleaning and quarantining. Equipment will be assigned to individuals e.g. rackets, tennis balls etc. This will include any use of larger PE equipment e.g. benches etc. PE lead to organise equipment for all sessions including auditing and ordering of new stock and checking against current planning.					
to physical education and close	of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand				•	that only one nest is using them during a set period to allow for cleaning and quarantining. Equipment will be assigned to individuals e.g. rackets, tennis balls etc. This will include any use of larger PE equipment e.g. benches etc. PE lead to organise equipment for all sessions including auditing and ordering of new stock and checking against current planning. Timetabling of outdoor activities to					
to physical education and close	of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body)					that only one nest is using them during a set period to allow for cleaning and quarantining. Equipment will be assigned to individuals e.g. rackets, tennis balls etc. This will include any use of larger PE equipment e.g. benches etc. PE lead to organise equipment for all sessions including auditing and ordering of new stock and checking against current planning. Timetabling of outdoor activities to reduce number of children and staff					
to physical education and close	of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect					that only one nest is using them during a set period to allow for cleaning and quarantining. Equipment will be assigned to individuals e.g. rackets, tennis balls etc. This will include any use of larger PE equipment e.g. benches etc. PE lead to organise equipment for all sessions including auditing and ordering of new stock and checking against current planning. Timetabling of outdoor activities to					
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to physical education and close	of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission				•	that only one nest is using them during a set period to allow for cleaning and quarantining. Equipment will be assigned to individuals e.g. rackets, tennis balls etc. This will include any use of larger PE equipment e.g. benches etc. PE lead to organise equipment for all sessions including auditing and ordering of new stock and checking against current planning. Timetabling of outdoor activities to reduce number of children and staff outside at one time. Interschool PE activities may resume in line with changes to grassroots					
to physical education and close	of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19				•	that only one nest is using them during a set period to allow for cleaning and quarantining. Equipment will be assigned to individuals e.g. rackets, tennis balls etc. This will include any use of larger PE equipment e.g. benches etc. PE lead to organise equipment for all sessions including auditing and ordering of new stock and checking against current planning. Timetabling of outdoor activities to reduce number of children and staff outside at one time. Interschool PE activities may resume in line with changes to grassroots sport. Any events will be closely risk					
to physical education and close	of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and				•	that only one nest is using them during a set period to allow for cleaning and quarantining. Equipment will be assigned to individuals e.g. rackets, tennis balls etc. This will include any use of larger PE equipment e.g. benches etc. PE lead to organise equipment for all sessions including auditing and ordering of new stock and checking against current planning. Timetabling of outdoor activities to reduce number of children and staff outside at one time. Interschool PE activities may resume in line with changes to grassroots sport. Any events will be closely risk assessed and will involve thorough					
to physical education and close	of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact				•	that only one nest is using them during a set period to allow for cleaning and quarantining. Equipment will be assigned to individuals e.g. rackets, tennis balls etc. This will include any use of larger PE equipment e.g. benches etc. PE lead to organise equipment for all sessions including auditing and ordering of new stock and checking against current planning. Timetabling of outdoor activities to reduce number of children and staff outside at one time. Interschool PE activities may resume in line with changes to grassroots sport. Any events will be closely risk assessed and will involve thorough liaison with competing schools. No					
to physical education and close	of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and				•	that only one nest is using them during a set period to allow for cleaning and quarantining. Equipment will be assigned to individuals e.g. rackets, tennis balls etc. This will include any use of larger PE equipment e.g. benches etc. PE lead to organise equipment for all sessions including auditing and ordering of new stock and checking against current planning. Timetabling of outdoor activities to reduce number of children and staff outside at one time. Interschool PE activities may resume in line with changes to grassroots sport. Any events will be closely risk assessed and will involve thorough					

surfaces		stage.		
	•	Lunchtime clubs to resume with		
		cohort specific activities being led by		
		staff member.		
	•	Afterschool clubs to be phase specific.		
		Staff who have not been vaccinated		
		need to ensure they maintain social		
		distancing and hygiene rules to reduce		
		the risk of contamination. The school		
		will follow PHE advice regarding close		
		contact for these members of staff.		

07	Direct	Υ	Υ	Υ	•	Advise pupils and staff to wash their	5	l i	5	1
07	transmission	'	'	'		hands for 20 seconds using warm		_	3	_
Mixing of	of COVID -19									
pupils/staff						water and soap.				
during visits	virus from				•	Female staff toilets will be used				
to toilets	being in close					as unisex facilities during				
and hand	proximity to					rephrasing process. This will be				
washing	people with					to allow the disabled toilets to				
facilities	the virus (i.e.					be used as the emergency				
	person to					facilities for anyone who is				
	person					symptomatic and allow for ease				
	transmission -					of cleaning. One cubicle				
	hand to hand,					allocated to female staff and one				
	hand to					to male.				
	mouth, hand				•	Staff toilet will be one member				
	to body)					of staff at a time – staff will place				
						their lanyard on the exterior				
	Indirect					door handle to show that it is				
	transmission					engaged and to limit cross				
	of COVID-19					contamination.				
	virus from				•	Children reminded to wash				
	hand and					hands after using facilities at				
	hands contact					designated sinks in line with				
	with					guidance.				
	contaminated					Facilities to be cleaned at				
	surfaces					designated intervals throughout				
						the day (notably lunch times by				
						staff) and to receive clean from				
						cleaning staff at the end of the				
						school day.				
						If a child is ill in toilets a deep				
					•	clean will take place before being				
						-				
						used again.				
					•	Liquid soap used rather than				
						bars.				
					•	Staff to place lanyard on exterior				
						toilet door to inform other staff				
						that toilet is in use to avoid pinch				
						points and reduction of social				
						distancing.				
					•	Staff to wipe down toilet after				
						use. (PPE available)				
					•	Regular checks on amount of				
						resources in place e.g. paper				
						towels and liquid soap.				
					•	Lidded bins in place for hygienic				
						containment of waste paper etc.				
					•	Allergy list will be closely monitored				

by admin and SLT to ensure that
children using hand sanitizer or soaps
does not cause an allergic reaction.
Families sending in any of their
own soaps must inform the
school office and ensure that it is
clearly marked up with their
name to avoid it being used by
others.

									T	_	
08	Direct	Υ	Y	Υ	•	Where PPE is identified as required;	5	L		5	L
PPE	transmission					an adequate supply of these must be					
	of COVID -19					provided and available for use. These					
	virus from					will be available through COVID-19					
	being in close					kits in key points throughout the					
	proximity to					school. This will include IIR2 mask as a					
	people with					minimum if the activity is likely to					
	the virus (i.e.					generate aerosols.					
	person to					Each nest will have access to a COVID-					
					•						
	person					19 kit.					
	transmission -				•	Hands should be washed for 20					
	hand to hand,					seconds or hand sanitiser should be					
	hand to					used before putting face covering on.					
	mouth, hand				•	Handwashing should be continued					
	to body)					throughout the day.					
					•	Schedule for handwashing along with					
	Indirect					expectation following using toilets etc					
	transmission					is set into the staff handbook and					
	of COVID-19					social story for returning groups.					
	virus from										
	hand and				•	Staff advised on avoiding touching					
	hands contact					face coverings whilst wearing them to					
	with					avoid contamination.					
					•	Face covering should be changed if it					
	contaminated					becomes damp or if you have touched					
	surfaces					it.					
					•	Face coverings need to be adequately					
						fitted to ensure that nose and mouth					
						are covered.					
						Change and wash face covering					
					•	at least daily. (and if appropriate					
						depending on material should be					
						washed after use)					
					•	Staff will be reminded on how to put					
						on and remove any PPE provided					
						safely and how to dispose of them					
						safely. This is part of the return to					
						school staff induction.					
					•	Staff may provide their own face					
						masks but school will also					
						provide alternative.					
00	Direct	Υ	Υ	Υ	•	Additional cleaning requirements and	10	М		10	М
09	transmission	'	'	'	•	hours agreed with provider	10			10	'*'
Cleaning -	of COVID -19				1_						
ineffective					•	Cleaning kits available in specific					
infection	virus from					points around the school building.					
control and	being in close				•	Toys, desks, chairs, doors, sinks,					
increased	proximity to					toilets, light switches are cleaned					
	people with										

	1	T T	
risk of	the virus (i.e.		more regularly than normal – a
infection	person to		checklist and timings document will
	person		be provided for all areas and for staff
	transmission -		to sign when they have been cleaned.
	hand to hand,		Spaces are well ventilated using
	hand to		natural ventilation (opening windows)
	mouth, hand		or ventilation units which draw the air
	to body)		out of the space. This does not include
			units which circulate air.
	Indirect		Agreed schedule with the Cleaning
	transmission		Service – additional cleaning of tables
	of COVID-19		and chairs, surfaces each day rather
	virus from		than the scheduled twice a week as
	hand and		per SLA.
	hands contact		Clear desk and surface policy to
	with		remain in place to support cleaning
	contaminated		regime.
	surfaces		Cleaning Services has adopted the
	541.4555		COVID-19: cleaning of non-healthcare
			settings guidance
			7.11.01.01.11.18.11.01.10.10.11.11.11.11
			santising products to be placed in the
			outdoor store which is locked and
			only accessed by designated staff. This
			is a secure room which is not in use by children.
			Deep cleans of the building are put
			into place where there is a confirmed
			case of COVID-19 – contact Julie
			Edinburgh
			Frequently touched surfaces are
			cleaned regularly with detergents.
			Doors are propped open, where safe
			to do so (bearing in mind fire safety
			and safeguarding – fire marshals will
			close fire doors in the event of the fire
			alarm sounding whilst doing school
			checks), to limit use of door handles
			and aid ventilation – when cleaning
			providers complete deep clean at the
			end of the day, door is closed and no
			entry sign is put in place.
			In the case of a symptomatic child or
			member of staff, the space used to
			care for the child will be cleaned with
			bleach following them leaving the
			school building.
			SCHOOL DUILUING.

Inventory linked to COVID-19 kits and
cleaning resources will be checked at
the end of each week by the school
admin team with supplies purchased
to restock where necessary.
Door handles around the school will
be cleaned intermittently throughout
the day by office staff.

	Direct	Υ	Υ	Υ	Contractors' reference sheet in place	5	
10		Y	Y	Y		3	L
Visitors/Con	transmission				at front office regarding protocols		
tractors	of COVID -19				when on site.		
	virus from				Restricted areas available to		
	being in close				contractors and accompanied by a		
	proximity to				member of staff.		
	people with				Expectation for handwashing on		
	the virus (i.e.				entry.		
	person to				Area of working cleaned down after		
	person				use.		
	transmission -						
	hand to hand,				Office to be aware of and approve any		
	· ·				work on site. No unsolicited works will		
	hand to				take place. All correspondence to go		
	mouth, hand				through SLT and Administrative		
	to body)				teams.		
					Contractor contact details to be		
	Indirect						
					completed on arrival and kept in the		
	transmission				school office should they need to be		
	of COVID-19				contacted for 'Test and Trace'. Any		
	virus from				materials used will be cleaned when		
	hand and				task is complete.		
	hands contact						
	with				Space identified for any therapy		
					sessions e.g. SALT, Social Care which		
	contaminated				will be assessed prior to use,		
	surfaces				monitored and cleaned following use.		
					For the Autumn term, governor		
					meetings will continue to be held		
					remotely to support social distancing.	<u> </u>	
11	Direct	Υ	Υ	Υ	In line with Public Health guidance, 15 M	15	М
Pupils and	transmission				the shielding an social distancing for		
staff are at	of COVID -19				clinically vulnerable individuals is no		
higher risk	virus from				longer necessary; however school will		
_	being in close				ensure that the following systems are		
of severe	_						
illness if	proximity to				in place to support staff returning to		
they do not	people with				work:		
maintain	the virus (i.e.				In the event that any staff		
social	person to				member becomes vulnerable		
distancing /	person				due to changes in health e.g.		
follow	transmission -				following operations, new		
	hand to hand,				recurring illness, pregnancy etc,		
medical							
advice	hand to				a personalised risk assessment		
	mouth, hand				will be put in place with regards		
	to body)				to COVID and also for the		
					identified condition. This will be		
	Indirect				aside from this risk assessment		
	transmission				and may have restricted access		
1	of COVID-19				with regards to key staff.		

Site manager working hours to be reorganised to reduce the amount of time spent in school during heavily populated times. Opportunity in place for vulnerable staff members to voice any concerns linked to current practices and safe working procedures as outlined in https://www.hse.gov.uk/coronavirus/working-safely/protect-people.htm Child's personal health care plans shared with designated adult in given nest. Risk assessments in place for those previously under the vulnerable register/shielding or those designated as vulnerable by school. Any additional needs for vulnerable members of staff will be communicated to any adults
hands contact with contaminated surfaces • Opportunity in place for vulnerable staff members to voice any concerns linked to current practices and safe working procedures as outlined in https://www.hse.gov.uk/coronav irus/working-safely/protect- people.htm • Child's personal health care plans shared with designated adult in given nest. • Risk assessments in place for those previously under the vulnerable register/shielding or those designated as vulnerable by school. • Any additional needs for vulnerable members of staff will
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vulnerable register/shielding or those designated as vulnerable by school. • Any additional needs for vulnerable members of staff will
those designated as vulnerable by school. • Any additional needs for vulnerable members of staff will
by school. • Any additional needs for vulnerable members of staff will
Any additional needs for vulnerable members of staff will
be communicated to any adults
working with them, where
appropriate.
Changes will be made to the
working environment to support
vulnerable staff in line with
Public Health and HSE guidance
e.g. working in well ventilated
spaces.
Specific and agreed tasks will be
in place to allow for vulnerable
individuals to feel in control of
their working day.
School will follow guidance from
Public Health in the event of an
outbreak with regards to how to
support vulnerable adults.
'Working bubbles' established
where possible to limit the
number of adults in contact with
vulnerable staff.
Staggered meal times will be in
place to support staff.
Staff wellbeing to be monitored

closely to ensure that they feel	
safe and confident in the	
workplace.	
https://www.hse.gov.uk/coronav	
irus/working-safely/talking-to-	
your-workers/stress-wellbeing-	
support.htm	ļ

	Discot	Υ	\ \	٧/	1 -	FLICE Side assessments	15	N 4	15	N 4
12	Direct	Y	Υ	Υ	•	EHCP risk assessments	15	M	15	М
Supporting	transmission					completed/reviewed to reflect				
children	of COVID -19					changes in provision.				
with	virus from				•	Children identified who are				
	being in close					prone to spitting or likely to				
challenging	_									
or	proximity to					cause respiratory droplets.				
additional	people with				•	Additional cleaning in place for				
needs	the virus (i.e.					children who are prone to				
	person to					spitting.				
	person					Break out space will be				
	transmission -				•					
						resourced to support children				
	hand to hand,					with additional needs or				
	hand to					challenging behaviours.				
	mouth, hand				•	Nurture sessions timetabled for				
	to body)					children identified as needing				
	, ,									
	Indirect					additional support.				
					•	Review of pastoral systems and				
	transmission					behaviour policy in place.				
	of COVID-19				•	Parental conferences used to				
	virus from					discuss the wellbeing of the				
	hand and									
	hands contact					children on their return and any				
	with					additional needs linked to				
						children with challenging				
	contaminated					behaviours.				
	surfaces				•	Children who have a tendency to				
						attempt to move around school				
						will have tighter restrictions. This				
						_				
						will be put in place through				
						conversation with class teacher,				
						SENDCo and parents. The space				
						used with these children will be				
						important along with the use of				
						the outdoor space. This will be				
						highlighted through individual				
						risk assessment documents.				
					•	Where parents and/or school				
						feel the need to implement the				
						use of fidgets toys or chew toys				
						these will need to follow a list of				
						criteria.				
						o School must be				
						informed of any toys,				
						particularly chew toys				
						which may generate				
						particles, prior to their				
						use in class.				
						o Chew toys must be				

wrist or necklace based	
and must remain there	
when or when not in	
use.	
o They cannot be	
removed during	
sessions, left in	
communal spots or	
shared.	
o They can be removed	
before break times to	
reduce the risk of	
contamination or	
injury; however, they	
need to be stored in a	
sandwich box to keep	
them clean.	
o If fiddle toys are being	
used inappropriately,	
staff have the right to	
ask children to put	
them away.	
 Non-chew based toys 	
must be limited to one	
per child, should be	
vetted and agreed by	
school and must not be	
a distraction to the	
child or other pupils'	
learning. If use d	
inappropriately, the	
class teacher will	
inform parents at the	
end of the school day.	
All staff working with children	
will be informed of those who	
are likely to use or require some	
level of fiddle/chew toy for	
concentration.	

13	Direct	Υ	Υ	Y	•	Tasks usually undertaken by site	15	М	15	М
Staff	transmission					manager which can be performed by				
shortage or	of COVID -19					other members of staff will be				
absence	virus from					conducted by SLT and/or supply.				
	being in close									
due to	_				•	Staff to be reminded that they must				
COVID-19	proximity to					only attend work if they are healthy				
	people with					and not exhibiting any symptoms of				
	the virus (i.e.					COVID-19 and have no reason to self-				
	person to					isolate due to others in their				
	person					household exhibiting symptoms.				
	transmission -				•	Ensure adequate number of staff				
	hand to hand,					identified to carry out day to day				
	hand to					duties including: leadership,				
	mouth, hand					safeguarding, SENDCo, first aiders /				
	to body)					fire wardens, caretaking and cleaning				
						staff.				
	Indirect				•	Staff who had been identified as				
	transmission					vulnerable and who had been				
	of COVID-19					shielding will return to the workplace				
	virus from									
	hand and					when school reopens in September.				
	hands contact					This may include revised timetable or				
	with					duties if agreed with SLT to ensure				
	contaminated					that wellbeing and health are key				
	surfaces					priority. Meetings will be held with				
	Surfaces					these staff at the earliest possible				
						date to discuss any additional need				
						and to complete necessary risk				
						assessment.				
					•	All staff have been asked to complete				
						a Lateral Flow Test (LFT) provided by				
						school twice per week (Monday and				
						Thursday). All results need to be				
						messaged to Head Teacher or senior				
						lead before 7:30am to ensure that				
						actions can be put in place if cover is				
						needed in any cohort.				
					•	When Lateral Flow Test (LFT) pack is				
						fully used, school will provide a new				
						one. Each pack contains 7 test sets.				
						Staff will be advised to download the				
					•					
						Test and Trace App to their mobile				
						devices.				
					•	Where staff work across more than				
						one class, adjustments will be made				
						to limit this during control measures.				
						Timetables will aim to have staff				
						members attached to classes for the				

full day in order to limit the risk of
crossing over of nests.
Staff have the right to work remotely
or refuse to come into the building if
working legitimately under Section 44
through guidance from Public Health
or teaching unions.
https://www.legislation.gov.uk/ukpga
/1996/18/section/44
Staff covering PPA in more than one
class have been purchased a laptop to
reduce the use of shared resources.
Revision of timetabling has ensured
that PPA is covered through phase
group HLTA to reduce the crossing
over of staff.

4.4	Direct	Υ	Υ	Υ	•	Staff PPA to be taken off site or in a	5	ı	5	
14		ī	, i	ī	•		3	L	5	L
Mixing of	transmission					designated space (distanced in staff				
staff during	of COVID -19					room) in order to reduce number of				
the arrival	virus from					adults on site.				
to and	being in close				•	Staff induction to take place as return				
departure	proximity to					to school procedure.				
from school	people with				•	Ask staff to wash their hands on				
	the virus (i.e.					arrival and prior to leaving the				
	person to					school – hand sanitizer station				
	person					installed in front entrance				
	transmission -				•	Staff handbook in place for all staff				
	hand to hand,				-	working on site.				
	hand to					_				
	mouth, hand				•	Handwashing posters in position				
	to body)					around school.				
	to body)				•	Hand sanitiser in position around				
	lus alium at					school for staff use e.g. staff room,				
	Indirect					reprographics, office etc.				
	transmission				•	Staff signing in procedures to be				
	of COVID-19					passed on verbally to office staff to				
	virus from					avoid entrance into school office and				
	hand and					cross contamination of materials.				
	hands contact				•	Staff instructed not to leave school				
	with					when children are being filtered of				
	contaminated					site to avoid use of the car park.				
	surfaces				•	Staff register to be kept by admin staff				
					•	· · ·				
						in event of emergency procedures.				
					•	Additional staff and visiting				
						teaching staff will be expected to				
						enter through the main entrance				
						and will be instructed on				
						procedures by admin team.				
						Register of adults on site to be				
						taken verbally by office staff				
						along with key contact details in				
						the event of tracing procedures.]			
15	Direct	Υ	Υ	Υ	•	Encourage potential visitors to	5	L	5	L
Visitors do	transmission					contact the schools remotely				
not follow	of COVID -19					rather than visiting the school]			
guidance	virus from				•	Provide a specific time window]			
-	being in close					for essential visits to school]			
and safe	proximity to				_]			
working					•	Maintain a record of all visitors,				
procedures.	people with					including contact details]			
	the virus (i.e.				•	Only essential visitors with				
	person to					agreed permission to be]			
	person					permitted to access the school]			
	transmission -					building.]			
	hand to hand,									

hand to	Visitors will be prioritised outside
mouth, hand	of school hours.
to body)	No visitors arriving without
"	permission will be permitted to
Indirect	enter.
transmission	Admin staff member to
of COVID-19	
virus from	accompany visitor to assess any
hand and	materials touched and any need
hands contact	for further action e.g.
	disinfection.
with	Office recording contractor visits
contaminated	on separate sheet and
surfaces	contractors' information sheet
	with procedures provided on
	arrival. All temporary
	staff/visitors must leave their
	contact information with the
	school office, who will store this
	information securely for at least
	21 days, to enable tracing should
	there be a confirm case of
	COVID-19 linked to the times
	they have been onsite. Upon
	discovery that there has been a
	confirmed case of COVID-19 DSL
	and health and safety lead will
	coordinate contacting Public
	Health England and follow
	guidance for next steps.
	Digi-greet system will not be in
	use at this time to avoid cross
	contamination.
	Peripatetic sessions will be able As processors and if Bubbic
	to recommence only if Public
	Health guidelines are met (staff
	frequently tested, adhering to
	school policy). This will largely be
	outdoor activities linked to sport
	but may also include music
	sessions where social distancing
	can be maintained. Any
	peripatetic staff coming on site
	will need to read the policy and
	handbook linked to working in
	school at this time.
	Where sessions can be
	rearranged e.g. rugby sessions in

	PE, staff will endeavour to do so.
•	Student teachers will have access
	to all risk assessment
	documentation and staff
	handbooks through horough
	induction process. This will be
	completed by the school office,
	SLT and class teacher.
	Where necessary, external tutors
	will be granted access to school
	where social distancing can be
	maintained, hygiene rules are
	adhered to and establishments
	are conducting their own robust
	checks. If school Newchurch
	does not feel as though these
	expectations are met, they
	reserve the right to refuse access
	on site to any tutors or visiting
	professionals.
	All ITT pupils or those on TA
	training will have access to a
	mentor to support them in
	school which will extend to any
	concerns linked to COVID
	procedures.
•	If children need to work
	remotely at any point, student
	teachers/TAs will be guided by
	class teacher and SLT to ensure
	that they are able to interact
	with pupils online in a safe and
	productive manner. This may
	result in a reduction of duties at
	this point and may render some
	teacher/TA standards
	inaccessible at this time.
	Volunteers will be permitted to
	work with designated cohorts
	from September. They will be
	given LFT prior to working with
	children and made aware of risk
	assessment and procedures.
	assessment und procedures.

	Direct	Υ	Υ	Υ	Staff to clean any work station	5	Т.		5	1
16		Y	Y	ĭ)	-	•	5	L
Staff	transmission				used following meetings ready					
meetings	of COVID -19				for next user.					
	virus from				 CPD identified and in place to 					
	being in close				support staff in managing the					
	proximity to				return to school of the children.					
	people with				Staff reminded of need for hand					
	the virus (i.e.									
					sanitising and asked to consider					
	person to				social spaces to reduce risk of					
	person				cross-contamination.					
	transmission -				 Shared resources to be limited 					
	hand to hand,				and cleaned after use.					
	hand to									
	mouth, hand									
	to body)									
	10 000,									
	Indirect									
	transmission									
	of COVID-19									
	virus from									
	hand and									
	hands contact									
	with									
	contaminated									
	surfaces									
47	Direct	Υ	Υ		Staff will not be expected to	5	L	•	5	L
17		1	ı		·	3	-	•	3	L
Marking	transmission				mark books from alternative					
	of COVID -19				nests or interact with their					
	virus from				resources.					
	being in close				 Marking of homework will be 					
	proximity to				completed entirely online with					
	people with				staff not expected to mark or					
	the virus (i.e.				retrieve and paper based					
	person to				homework which the children					
	person				bring in.					
	person transmission -				bring in.Staff will not be expected to					
	person transmission - hand to hand,				bring in.Staff will not be expected to respond to direct comments					
	person transmission - hand to hand, hand to				 Staff will not be expected to respond to direct comments from parents or to mark and 					
	person transmission - hand to hand, hand to mouth, hand				bring in.Staff will not be expected to respond to direct comments					
	person transmission - hand to hand, hand to				 Staff will not be expected to respond to direct comments from parents or to mark and 					
	person transmission - hand to hand, hand to mouth, hand				 Staff will not be expected to respond to direct comments from parents or to mark and return homework outside of their working hours. This is also 					
	person transmission - hand to hand, hand to mouth, hand				 Staff will not be expected to respond to direct comments from parents or to mark and return homework outside of their working hours. This is also true in the event of a school 					
	person transmission - hand to hand, hand to mouth, hand to body)				 Staff will not be expected to respond to direct comments from parents or to mark and return homework outside of their working hours. This is also 					
	person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission				 Staff will not be expected to respond to direct comments from parents or to mark and return homework outside of their working hours. This is also true in the event of a school 					
	person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19				 Staff will not be expected to respond to direct comments from parents or to mark and return homework outside of their working hours. This is also true in the event of a school 					
	person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from				 Staff will not be expected to respond to direct comments from parents or to mark and return homework outside of their working hours. This is also true in the event of a school 					
	person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19				 Staff will not be expected to respond to direct comments from parents or to mark and return homework outside of their working hours. This is also true in the event of a school 					

_						
	with					
	contaminated					
	surfaces					

18	Direct	Υ	Υ	Υ	•	Leadership will work remotely	5	L	•	5	L
Reduced	transmission			-		and be contactable.					_
leadership	of COVID -19					If DSL is not available,					
linked to	virus from					responsibility in school will					
	being in close					revert to deputies.					
test and	proximity to										
trace.	people with				•	SLT members remaining in					
	the virus (i.e.					school will assume responsibility					
						in the building, this will be					
	person to					communicated to all staff via the					
	person transmission -					office.					
					•	Classes will be covered by					
	hand to hand,					established TA cover.					
	hand to				•	Governors will be made aware of					
	mouth, hand					any absence within SLT to allow					
	to body)					for additional support.					
					•	Rotation of SLT beyond head and					
	Indirect					deputy in class and out of class if					
	transmission					necessary.					
	of COVID-19				•	SLT virtual drop-ins will be					
	virus from					conducted alternate days to					
	hand and					ensure support to SLT is					
	hands contact					provided.					
	with					F					
	contaminated										
	surfaces										
19	surfaces Direct	Υ	Y	Υ	•	Only one member of the office	10	М	•	10	М
19 Office staff	Direct transmission	Y	Y	Y	•	Only one member of the office team will be in at any one time	10	M	•	10	М
	Direct transmission of COVID -19	Y	Y	Y	•		10	M	•	10	M
	Direct transmission	Y	Y	Y	•	team will be in at any one time	10	М	•	10	М
	Direct transmission of COVID -19	Y	Y	Y	•	team will be in at any one time to reduce working at close	10	M	•	10	М
	Direct transmission of COVID -19 virus from	Y	Y	Y	•	team will be in at any one time to reduce working at close quarters and to protect school in	10	M	•	10	М
	Direct transmission of COVID -19 virus from being in close	Y	Y	Y		team will be in at any one time to reduce working at close quarters and to protect school in the event of test and trace.	10	M	•	10	M
	Direct transmission of COVID -19 virus from being in close proximity to	Y	Y	Y		team will be in at any one time to reduce working at close quarters and to protect school in the event of test and trace. Remote services have been established to allow access for	10	M	•	10	M
	Direct transmission of COVID -19 virus from being in close proximity to people with	Y	Y	Y		team will be in at any one time to reduce working at close quarters and to protect school in the event of test and trace. Remote services have been	10	M	•	10	M
	Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e.	Y	Y	Y		team will be in at any one time to reduce working at close quarters and to protect school in the event of test and trace. Remote services have been established to allow access for office staff to key systems at	10	M	•	10	M
	Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to	Y	Y	Y	•	team will be in at any one time to reduce working at close quarters and to protect school in the event of test and trace. Remote services have been established to allow access for office staff to key systems at home. Office staff to liaise with one	10	M	•	10	M
	Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person	Y	Y	Y	•	team will be in at any one time to reduce working at close quarters and to protect school in the event of test and trace. Remote services have been established to allow access for office staff to key systems at home.	10	M	•	10	M
	Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission -	Y	Y	Y	•	team will be in at any one time to reduce working at close quarters and to protect school in the event of test and trace. Remote services have been established to allow access for office staff to key systems at home. Office staff to liaise with one another on key tasks and create a schedule of actions which need	10	M	•	10	M
	Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand,	Y	Y	Y	•	team will be in at any one time to reduce working at close quarters and to protect school in the event of test and trace. Remote services have been established to allow access for office staff to key systems at home. Office staff to liaise with one another on key tasks and create	10	M		10	M
	Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to	Y	Y	Y	•	team will be in at any one time to reduce working at close quarters and to protect school in the event of test and trace. Remote services have been established to allow access for office staff to key systems at home. Office staff to liaise with one another on key tasks and create a schedule of actions which need to be completed – office hangout allows for this.	10	M		10	M
	Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand	Y	Y	Y	•	team will be in at any one time to reduce working at close quarters and to protect school in the event of test and trace. Remote services have been established to allow access for office staff to key systems at home. Office staff to liaise with one another on key tasks and create a schedule of actions which need to be completed – office hangout allows for this. Office staff to clean down any	10	M		10	M
	Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand	Y	Y	Y	•	team will be in at any one time to reduce working at close quarters and to protect school in the event of test and trace. Remote services have been established to allow access for office staff to key systems at home. Office staff to liaise with one another on key tasks and create a schedule of actions which need to be completed – office hangout allows for this. Office staff to clean down any shared surfaces and objects used	10	M		10	M
	Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body)	Y	Y	Y	•	team will be in at any one time to reduce working at close quarters and to protect school in the event of test and trace. Remote services have been established to allow access for office staff to key systems at home. Office staff to liaise with one another on key tasks and create a schedule of actions which need to be completed – office hangout allows for this. Office staff to clean down any shared surfaces and objects used e.g. photocopier.	10	M		10	M
	Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect	Y	Y	Y	•	team will be in at any one time to reduce working at close quarters and to protect school in the event of test and trace. Remote services have been established to allow access for office staff to key systems at home. Office staff to liaise with one another on key tasks and create a schedule of actions which need to be completed – office hangout allows for this. Office staff to clean down any shared surfaces and objects used e.g. photocopier. Where possible, office staff will	10	M		10	M
	Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission	Y	Y	Y	•	team will be in at any one time to reduce working at close quarters and to protect school in the event of test and trace. Remote services have been established to allow access for office staff to key systems at home. Office staff to liaise with one another on key tasks and create a schedule of actions which need to be completed – office hangout allows for this. Office staff to clean down any shared surfaces and objects used e.g. photocopier. Where possible, office staff will have separate resources e.g.	10	M		10	M
	Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19	Y	Y	Y		team will be in at any one time to reduce working at close quarters and to protect school in the event of test and trace. Remote services have been established to allow access for office staff to key systems at home. Office staff to liaise with one another on key tasks and create a schedule of actions which need to be completed – office hangout allows for this. Office staff to clean down any shared surfaces and objects used e.g. photocopier. Where possible, office staff will have separate resources e.g. staplers etc.	10	M		10	M
	Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from	Y	Y	Y	•	team will be in at any one time to reduce working at close quarters and to protect school in the event of test and trace. Remote services have been established to allow access for office staff to key systems at home. Office staff to liaise with one another on key tasks and create a schedule of actions which need to be completed – office hangout allows for this. Office staff to clean down any shared surfaces and objects used e.g. photocopier. Where possible, office staff will have separate resources e.g.	10	M		10	M

tala	/a a husahash will be reads
with	(e.g. lunches) will be made
contaminated	through parent pay to limit any
surfaces	cash entering the school
	building.
	Letters will be placed on the
	school website rather than
	handed to the children and
	permissions sought through
	Google Forms. Any letters which
	do enter the building will be
	collected in the red folders by
	class teachers with hand
	sanitisation taking place before
	and after. The bags will be
	dropped off at the office when
	staff are removing their litter at
	lunch time. Office staff will
	ensure that they also hand
	sanitise when coming into
	contact with any
	correspondence.
	Office staff will use a quarantine
	system to ensure that mail and
	other information for the office
	are not handled for 72 hours.
	Items will be placed in the box
	near the door then the box will
	be replaced for the following
	day.
	Staff using the office phones or
	computers will need to ensure
	that they are cleaned after use.

20	Direct	Υ	Υ		•	Designated space in school is	10	М	10	М
20	transmission	'				identified for intervention and	10	141	10	
Intervention	of COVID -19					cleaned after use.				
	virus from									
	being in close				•	Children to bring their own base				
	_					equipment from class.				
	proximity to				•	Group intervention to take place				
	people with					in timetabled larger space to				
	the virus (i.e.					allow for distancing.				
	person to				•	Children and staff to wash hands				
	person					on entry and exit.				
	transmission -				•	Staff supporting children will be				
	hand to hand,					from the same bubble where				
	hand to					possible.				
	mouth, hand				•	Clear timetable for the use of				
	to body)					intervention linked to additional				
						needs e.g. drawing and talking.				
	Indirect					This will be used to limit the				
	transmission					crossover of bubbles.				
	of COVID-19					crossover or bubbles.				
	virus from									
	hand and									
	hands contact									
	with									
	contaminated									
	surfaces									
21	Direct	Υ	Υ	Υ	•	Children will need to leave the	5	ı	5	L
Extra-	transmission	-		•		school site at the designated				_
curricular	of COVID -19					time unless accessing wrap-				
	virus from					around care.				
activities	being in close					Children will enter wrap around				
e.g. clubs	proximity to				•	care through class corridors.				
	people with					This will be before the other				
	the virus (i.e.									
						children have been dismissed.				
	person to				•	Bike Right to take place following				
	person					risk assessment review. Social				
	transmission -					distancing can be maintained.				
	hand to hand,					Masks will be worn by cycling				
	hand to					staff if needing to interact with				
	mouth, hand					children. Permissions from all				
	to body)					parents of children involved will				
						be collected in line with trips				
	Indirect					policy.				
	transmission				•	Extra-curricular clubs will				
	of COVID-19	I				recommence in September.				
						recommence in September.				l l
	virus from					These will be phase specific with				

with					
contaminated					I
surfaces					1

22	Direct	Υ	Υ	Υ	•	Any educational visits will use		10	М		10	М
22	transmission	'	'	'				10	IVI		10	101
Educational						the <u>www.warringtonvisits.org.</u>	<u>uk</u>					
visits	of COVID -19					and work in conjunction with						
	virus from					Sarah Holmes to ensure that al						
	being in close					necessary safety procedures ar	re					
	proximity to					in place.						
	people with				•	As educational visits begin to b	ne l					
	the virus (i.e.					available the school will take th						
	person to					following steps:						
	person											
	transmission -											
						assessed based on						
	hand to hand,					their appropriatenes	s.					
	hand to					 All visits will be 						
	mouth, hand					discussed with paren	its					
	to body)					before being organise	ed					
						and will take on boar						
	Indirect					any concerns.						
	transmission					 All venues/providers 						
	of COVID-19					will be assessed and						
	virus from											
						liaised with in regard	IS					
	hand and					to their COVID risk						
	hands contact					assessment and safe	ty					
	with					procedures.						
	contaminated					 All trips will be added 	d					
	surfaces					to the Evolve site for						
						assessment by the						
						Educational Visits						
						Coordinator and Hea	.d					
							iu					
						Teacher.						
						o In line with						
						government guidance	e					
						for schools Annex C						
						https://assets.publisl	<u>hi</u>					
						ng.service.gov.uk/go	ve					
						rnment/uploads/syst						
						m/uploads/attachme						
						data/file/985138/10						
						May Schools Guidar						
							iic					
						e.pdf planning will						
						consider the size of						
						bubbles and ensure						
						that they are not						
						compromised during	:					
						the trip.						
						 The adults who will b 	oe l					
						present on the trip						
						should not						
			1	l	ı	SHOULD HOL				<u> </u>		

compromise the
bubbles.
Parents/Carers and
volunteers will not be
supporting trips at this
point.
Risk assessment will be
thorough and will
consider all points of
the visit – including
recreational times.
o Those who are
symptomatic will not
be permitted to travel
and will be advised to
seek a PCR Test.
Risk assessment will
consider those who
become symptomatic
whilst on the trip or
after with regards to
informing
venues/providers to
identify any possible
contact.
Residential visits will not
recommence until the academic
year 2021/22 or when the risk is
deemed to be manageable. At
this point, school will liaise
thoroughly with service
providers and venues to ensure
that all COVID risk assessment is
in place. Where accommodation
is needed/provided, school will
ensure that:
o That any shared spaces
are well ventilated and
meet expectation –
this includes sleeping
arrangements.
Have adequate means
for hand sanitisation.
That frequent touch
surfaces are cleaned
regularly.
All residential visits will

be scrutinised by the
Educational Visits
Coordinator, Head
Teacher and local
authority.
Insurance will be appropriate to
the planned activity and will
consider the possibility of
cancellation due to COVID –
though it may not be able to
cover new planned visits.
In the event of an outbreak or if
a provider is unable to operate
site visits, virtual tours will be
used where possible as part of
the curriculum enrichment for
pupils.
Refunds will be negotiated by
SLT and admin where necessary
to support families.
Families will be consulted prior
to any off site activities and risk
assessment shared.
All risk assessments for
educational visits will contain a
COVID section.

22	Parents/carer	Υ	Υ	Υ	•	Staff handbook and return to work	5	П	5	L
23	s may feel	'	'	'	•	induction will be used to remind and	3	_		_
Lack of	anxious about									
communicat	their child					train staff prior to school opening.				
ion with					•	Staff wellbeing and workload is a				
parents/car	returning					regular agenda on the staff briefing.				
ers and staff	back to school				•	All risk assessment documentation				
members	or may not					shared with staff well in advance of				
	want child					September				
	back to school				•	Strong communication				
	due to lack of					maintained with parents and				
	information					carers prior to September and				
	on the					throughout the school year.				
	controls in				•	School website and Google Suite				
	place to					for Education used as means of				
	manage the					interacting with parents/carers.				
	risk of Covid-				•	All precautionary and				
	19.					preparatory documentation				
	Staff may feel					shared with parents prior to				
	anxious about					·				
	returning to					school reopening (e.g. risk				
	school due to					assessment, curriculum planning,				
	lack of					staffing structure).				
	information				•	Page on school website directing				
	provided or					individuals to support for mental				
	the					health established.				
						GOV.UK Guidance for the public				
	expectation					on the mental health and				
	placed on					wellbeing aspects of coronavirus				
	staff on				•	CPOMS system to be used to record				
	returning					any concerns linked to individual				
	back into the					pupils and their families.				
	workplace.				•	All procedures and expectations will				
						be reviewed and reaffirmed with				
						pupils and parents on a regular basis.				
					•	Social stories for each class will				
						be created to share with them				
						the expectations in September.				
						Regular communication to staff				
						and parents of the need to				
						engage with the NHS test and				
						trace process.				
					•	Clear communication on the				
						school website and through the				
						school newsletter regarding the				
						expectations of isolation for any				
						member of the school				
						community who has tested				
						positive for COVID-19.				

Staff will be consulted about risk
assessment changes at each
stage of review. Any points
raised and amended will be
communicated with all staff and
parents.
Risk assessment and any
amendments will made
accessible through the school
website.
Any donations to school PTA or
payment for ongoing activities
(e.g. lunches) will be made
through parent pay to limit any
cash entering the school
building.
Letters will be placed on the
school website rather than
handed to the children and
permissions sought through
Google Forms. Any letters which
do enter the building will be
collected in the red folders by
class teachers with hand
sanitisation taking place before
and after. The bags will be
dropped off at the office when
staff are removing their litter at
lunch time. Office staff will
ensure that they also hand
sanitise when coming into
contact with any
correspondence.
In the event of a confirmed case,
the individual will be expected to
isolate for a period of 10 days
from the point of taking the test.
Those who have been identified
as having been in close contact
by NHS and Public Health (not
school) will be asked to isolate
for 10 days from the last point of
contact. The school will follow
guidance for each individual case
following the COVID Data
Summary completion submitted
to the local authority. Upon the
to the rotal dutative opon the

	conclusion of the isolation			
	period, school will speak to the			
	individual (staff) or			
	parents/carers (child) with the			
	confirmed case and ensure that			
	there are no ongoing issues			
	which would result in an			
	extension of the isolation e.g.			
	high temperature, sickness,			
	diarrhoea. If these symptoms			
	persist, the individual will need			
	to continue to isolate.			

	Disc et	V	V	V	Department of the selection of the selec	T e	т.	1	-	
24	Direct	Υ	Υ	Y	Parents collecting children will only be	5	L		5	L
Parental	transmission				able to do so from designated					
contact	of COVID -19				collection points and at instructed					
	virus from				times throughout the day.					
	being in close				 Parents will be given the option of a 					
	proximity to				face to face or virtual meeting e.g.					
	people with				parental conferences. Face to face					
	the virus (i.e.				parental conferences will only be run					
	person to				by one cohort per day.					
	person									
	•				In the event of an outbreak, all					
	transmission -				contact with parents will be limited					
	hand to hand,				and alternative arrangements put into					
	hand to				action (see Outbreak Management					
	mouth, hand				Plan).					
	to body)									
	Indirect									
	transmission									
	of COVID-19									
	virus from									
	hand and									
	hands contact									
	with									
	contaminated									
	surfaces									
25	Direct	Υ	Υ	Υ	All information needed to ensure safe	10	M		10	M
New	transmission				transition to school will be available					
starters	of COVID -19				on the school website and families will					
	virus from				have been directed to this					
	being in close				information.					
	proximity to				Transition materials for new starters					
	people with				will be sent through secure virtual					
	the virus (i.e.				means where possible.					
	person to				** *** *** *** *** *** *** *** *** ***					
					Social stories in place for all year					
	person				groups.					
	transmission -				SEND social stories in place to support					
	hand to hand,				transition.					
	hand to				Staggered starts in September in place					
	mouth, hand				to allow for parental transition in					
	to body)				EYFS.					
	Indirect									
	transmission									
	of COVID-19									
	virus from									
			1	l		1	1			
	hand and									
	hand and hands contact									

_						
	with					
	contaminated					
	surfaces					

	1		1		1		I	T	T	1	
26	Lack of	Y	Υ	Υ	•	Site manager, senior leaders and	10	M		10	M
Building and	statutory					business manager to ensure					,
Systems not	inspection,					inspections, maintenance and					
maintained	testing,					servicing is up to date. Where					,
prior to	servicing					equipment has not undergone the					
opening	could lead to					required statutory testing – assess the					
9608	poorly					impact of use. (this should include					
	maintained					hot and cold water systems, gas					
	equipment,					safety, fire safety, kitchen equipment,					
	injury from					specialist equipment, for example					
	faulty					hoists, mobility, lifts) equipment, etc.,					
	-										
	equipment or					security equipment, ventilation.					
	the risk of				•	Site manager and senior leader					
	developing					designated to ensure water hygiene					
	legionella					measures in line with the legionella					
	through the					risk assessment have been maintained					
	lack of water					whilst the building has been closed or					
	hygiene					partially closed (if flushing of all water					
	management.					outlets has not been routinely					
						undertaking) contact Building Services					
						or your contracted supplier and get					
						advice from your water hygiene					
						specialist. Full Clean and Chlorination					
						of the System may be required before					
						the water system can be utilised.					
						(See guidance issued by United					
						Utilities regarding Coronavirus and					
						Water System Recovery on MSS)					
						All regular pre-opening checks and					
						procedures will be in place prior to					
						the children and staff returning. These					
						will be undertaken by site manager,					,
						SLT or designated contractors.					,
					•	Site manager, senior leader and staff					,
						to carry out a visual inspection prior					
						to opening building to identify any					
						hazards that could pose a risk to users					,
						of the building.					
					•	Guidance to be followed at all times					
						to ensure that building services are up					
						to date.					
						https://www.gov.uk/government/pub					
						lications/managing-school-premises-					,
						during-the-coronavirus-					,
						outbreak/managing-school-premises-					
						which-are-partially-open-during-the-					,
						coronavirus-outbreak					
			1			<u>coronavirus-outbreak</u>	1	l			

	1	ı			_
			 Health and safety compliance checks 		
			completed prior to the opening of the		
			school building following the summer		
			holidays.		

27	Direct	Υ	Υ	Υ	•	Pupils have designated desks and	15	М	15	М
	transmission	i i			•	equipment to avoid moving	13		13	
Risk of	of COVID -19					around space.				
closer	virus from									
contact					•	Tissues placed in easily				
between	being in close					accessible positions around nests				
staff and	proximity to					to avoid movement of children				
pupils.	people with					and reduction in social				
	the virus (i.e.					distancing. School will continue				
	person to					to promote the 'Catch it, kill it,				
	person					bin it' approach.				
	transmission -				•	No movement of children				
	hand to hand,					between nests to take place at				
	hand to					any point.				
	mouth, hand					All windows to be opened in				
	to body)				•					
	to body,					classrooms at the start of the day				
	Indirect					to ensure adequate ventilation.				
						Consideration for children with				
	transmission					other underlying conditions such				
	of COVID-19					as hayfever will be made in the				
	virus from					seating plan.				
	hand and				•	Ventilation and heating – the				
	hands contact					following systems will be used				
	with					for ventilating classroom and				
	contaminated					school spaces. This will be				
	surfaces					maintained with an increase in				
						heating systems to ensure that a				
						comfortable learning				
						environment is maintained.				
						Where mechanical ventilation				
					•					
						systems are in place – these				
						should be adjusted to increase				
						the ventilation rate wherever				
						possible, and checked to confirm				
						that normal operation meets				
						current guidance (if possible,				
						systems should be adjusted to				
						full fresh air or, if not, then				
						systems should be operated as				
						normal as long as they are within				
						a single room and supplemented				
						by an outdoor air supply).				
					•	Natural ventilation – opening				
						windows (in cooler weather				
						windows should be opened just				
						enough to provide constant				
						background ventilation, and				
						opened more fully during breaks		<u> </u>		

to purge the air in the space).
Opening internal doors can also
assist with creating a throughput
of air
Natural ventilation – if necessary
external opening doors may also
be used (as long as they are not
fire doors and where safe to do
so)
Opening high level windows in
preference to low level to reduce
draughts will be used. Class windows
will be used in this instance as they
are above the children's standing
height.
Increasing the ventilation while spaces
are unoccupied (e.g. between classes,
during break and lunch, when a room
is unused).
Providing flexibility to allow
additional, suitable indoor clothing.
Children and staff may be able to
wear coats indoors if necessary.
Heating will be used as necessary to
ensure comfort levels are maintained
particularly in occupied spaces. This
will not be to the detriment of the
ventilation process.
Classes operating as nests with
designated staff members.
Children will be restricted to
working in their nest only.

Direct Y Y Y P Personal social story and risk assessment in place for all EHCP and vulnerable children. Timetable established to limit movement around the building. Pupils are attached to nests which they remain in throughout the virus (i.e. person to person to hand to hand, hand to mouth, hand to body) Indirect Py Y Y P Personal social story and risk assessment in place for all EHCP and vulnerable children. Pupils are attached to nests which they remain in throughout the day to stop the need for movement around the school. Staff teaching teams attached to each nest to limit cross-contamination. No face to face whole school assemblies to take place. Assemblies to take place. Assemblies to take place. Indirect Assemblies to be run as whole school (virtual), key stage (face to face with cohort distanced in	L
closer contact virus from between various groups around the school. Pupils are attached to nests which they remain in throughout the day to stop the need for movement around the school. Staff teaching teams attached to person transmission - hand to hand, hand to mouth, hand to body) Assemblies to be run as whole school (virtual), key stage (face)	
contact between various proximity to groups around the school. Pupils are attached to nests which they remain in throughout the day to stop the need for movement around the school. Pupils are attached to nests which they remain in throughout the day to stop the need for movement around the school. Staff teaching teams attached to each nest to limit cross-contamination. No face to face whole school assemblies to take place. Assemblies to be run as whole school (virtual), key stage (face	
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various groups people with the virus (i.e. person to person to transmission - hand to hand, hand to mouth, hand to body) • Pupils are attached to nests which they remain in throughout the day to stop the need for movement around the school. • Staff teaching teams attached to each nest to limit cross-contamination. • No face to face whole school assemblies to take place. Assemblies to be run as whole school (virtual), key stage (face	
various groups around the school. Pupils are attached to nests which they remain in throughout the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Pupils are attached to nests which they remain in throughout the day to stop the need for movement around the school. Staff teaching teams attached to each nest to limit cross-contamination. No face to face whole school assemblies to take place. Assemblies to be run as whole school (virtual), key stage (face	
groups around the school. person to person transmission - hand to hand, hand to mouth, hand to body) proups around the school. person to person transmission - hand to hand, hand to mouth, hand to school) person transmission - hand to hand, hand to mouth, hand to school) person transmission - hand to hand, hand to mouth, hand to mouth, hand to school) person transmission - hand to hand, hand to mouth, hand to mouth, hand to school) person transmission - hand to hand, hand to mouth, hand to mouth, hand to school assemblies to take place. Assemblies to be run as whole school (virtual), key stage (face)	
around the school. the virus (i.e. person to person to transmission - hand to hand, hand to mouth, hand to body) the virus (i.e. person to person to person to transmission - hand to hand, hand to mouth, hand to school assemblies to take place. Assemblies to be run as whole school (virtual), key stage (face	
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person transmission - hand to hand, hand to mouth, hand to body) Staff teaching teams attached to each nest to limit cross- contamination. No face to face whole school assemblies to take place. Assemblies to be run as whole school (virtual), key stage (face	
transmission - hand to hand, hand to mouth, hand to body) transmission - each nest to limit cross- contamination. No face to face whole school assemblies to take place. Assemblies to be run as whole school (virtual), key stage (face	
hand to hand, hand to mouth, hand to body) No face to face whole school assemblies to take place. Assemblies to be run as whole school (virtual), key stage (face	
hand to mouth, hand to body) No face to face whole school assemblies to take place. Assemblies to be run as whole school (virtual), key stage (face	
mouth, hand assemblies to take place. to body) Assemblies to be run as whole school (virtual), key stage (face	
to body) Assemblies to be run as whole school (virtual), key stage (face	
school (virtual), key stage (face	
transmission hall).	
of COVID-19 • All children will eat their lunch in	
virus from the hall. Additional tables in	
hand and place to allow two classes to be	
hands contact on separate sides of the hall.	
on separate sides of the fiam.	
contaminated 101 Idition (IIIIC)	
aurfaces	
allow for most efficient use of	
space and time within the hall.	
This will ensure limited impact	
on teaching time and movement	
in and out of the school building.	
One way system in place for staff	
to move around school building.	
Each nest will have its own	
designated entrance and exit	
point to avoid pinch points and	
reduction in social distancing.	
Children to enter via the designated	
door for their nest.	
Children to wash hands on re-	
entering.	
Staff to remind children of social	
distancing as they re-enter the	
building.	
29 Direct Y Y Y • Ask deliveries to be left at the 15 M 15	М
	141
' CODUR 40	
goods - virus from • Hand sanitising facilities available	

ineffective infection control and increased risk of infection	being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces				•	in the school entrance. Restrict non-business deliveries, for example, personal deliveries to workers – staff to be made aware of this. All deliveries to the school kitchen to be delivered to kitchen door. Rather than main entrance. Post to be left in box in entrance hall near the office door. Post left for designated length of time before being opened (72 hours). Ensure that incoming goods are cleaned or isolated for 72 hours if appropriate. All suppliers to be asked not to enter the school grounds for delivery during drop off and collection times.				
30 Photocopying and printing resources	Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces	Y	Y	Y	•	Hand sanitizer and signage has been placed in the photocopying room. Staff to consider space in photocopy room to reduce over-crowding.	5		5	L

21	Direct	Υ	Υ	Υ	•	Site manager, admin and SLT will	5	1	5	1
31	transmission	'	'	'	•	<u> </u>	J	_	5	_
Maintenanc	of COVID -19					ensure that key services are in place				
e services						for grounds maintenance.				
	virus from				•	Where possible, services will be in				
	being in close					place prior to the school day e.g.				
	proximity to					emptying external refuse, refilling				
	people with					hygiene resources.				
	the virus (i.e.				•	Alternative timetable available for site				
	person to					manager to allow for tasks to be				
	person					completed without children and staff				
	transmission -					on site.				
	hand to hand,				•	One way system to remain in place for				
	hand to					maintenance staff.				
	mouth, hand				•	Site manager to monitor deep clean of				
	to body)				•					
	to body)					school and advise on additional need.				
	Indirect				•	Visiting contractors will be escorted				
	transmission					by site manager or member of				
	of COVID-19					admin/SLT.				
					•	Contractors will be expected to wear a				
	virus from					mask or visor at all times.				
	hand and				•	Contractors will be booked to work in				
	hands contact					school prior to or after the school day				
	with					to greatly reduce the risk of crossover				
	contaminated					with staff and children.				
	surfaces									
32	Direct	Υ	Υ	Υ	•	First aiders made aware of	5	L	5	L
Lack of Fire	transmission					changes to procedure linked to				
Wardens &	of COVID -19					COVID-19.				
First Aid	virus from					See Guidance on Covid-19 in				
Provision	being in close					relation to carrying out CPR and				
	proximity to					<u>resuscitation</u>				
	people with					The following guidance from				
	the virus (i.e.					Resuscitation Council UK will be				
	person to					adopted:				
	person					Recognise cardiac				
	transmission -					arrest by looking for				
	hand to hand,					the absence of signs of				
	hand to					life and the absence of				
				1						
	mouth. hand					normal breathing Do				i l
	mouth, hand to body)					normal breathing. Do				
	mouth, hand to body)					not listen or feel for				
	to body)					not listen or feel for breathing by placing				
	to body) Indirect					not listen or feel for breathing by placing your ear and cheek				
	to body) Indirect transmission					not listen or feel for breathing by placing your ear and cheek close to the patient's				
	to body) Indirect transmission of COVID-19					not listen or feel for breathing by placing your ear and cheek close to the patient's mouth. If you are in				
	to body) Indirect transmission of COVID-19 virus from					not listen or feel for breathing by placing your ear and cheek close to the patient's mouth. If you are in any doubt about				
	to body) Indirect transmission of COVID-19					not listen or feel for breathing by placing your ear and cheek close to the patient's mouth. If you are in				

with	position is to start		
contaminated	chest compressions		
surfaces	until help arrives.		
	Make sure an		
	ambulance is on its		
	way. If COVID 19 is		
	suspected, tell them		
	when you call 999.		
	 If there is a perceived 		
	risk of infection,		
	rescuers should place a		
	cloth/towel over the		
	victims mouth and		
	nose and attempt		
	compression only CPR		
	and early defibrillation		
	until the ambulance (or		
	advanced care team)		
	arrives. Put hands		
	together in the middle		
	of the chest and push		
	hard and fast.		
	• Early use of a		
	defibrillator		
	significantly increases		
	the person's chances of		
	survival and does not		
	increase risk of		
	infection.		
	 If the rescuer has 		
	access to any form of		
	personal protective		
	equipment (PPE) this		
	should be worn.		
	 After performing 		
	compression-only CPR,		
	all rescuers should		
	wash their hands		
	thoroughly with soap		
	and water; alcohol-		
	based hand gel is a		
	convenient alternative.		
	They should also seek		
	advice from the NHS		
	111 coronavirus advice		
	service or medical		
	adviser.		

		First aider and fire warden on	
		rota to be in school at all times.	
		Any changes to fire safety and	
		first aid are signposted and also	
		discussed with children and staff.	
		Evacuation processes outlined in	
		staff handbook produced for the	
		rephrasing process. This includes	
		revised assembly points which	
		allow for more spacing between	
		groups.	
		COVID-19 PPE kits in place at key	
		points around the school for staff	
		use and first aiders. (These will	
		be fit for task. Though unlikely, if	
		task is likely to generate aerosol	
		then an IIR2 mask will be used as	
		standard along with any other	
		available protective PPE.	
		Staff aware of their roles and	
		responsibilities linked to	
		evacuation.	

33	Direct	Υ	Υ	Υ	•	Staff checks of toilets will take place	5	L	5	L
	transmission			'		via designated fire warden/staff with		-		_
Fire and	of COVID -19					_				
emergency						responsibility.				
evacuation	virus from				•	All fire exits to remain clear when				
	being in close					moving unused materials and				
	proximity to					furniture in classrooms.				
	people with				•	Children aware of safety procedures				
	the virus (i.e.					linked to evacuation.				
	person to				•	Trained fire marshal to be on site at all				
	person					times when staff or children are in the				
	transmission -					building.				
	hand to hand,				•	Regular systems checks for fire and				
	hand to					emergency evacuation to continue.				
	mouth, hand				•	Fire drill completed on school return				
	to body)					with children and staff able to exit the				
						building effectively and safely, in line				
	Indirect					with highest expectation.				
	transmission					PEEPs to take into consideration PPE				
	of COVID-19					for affected individuals where contact				
	virus from					may be necessary.				
	hand and									
	hands contact				•	Children in new classrooms to be				
	with					reminded of available fire exits.				
	contaminated				•	Pupils and staff to practice a fire drill				
	surfaces					during first week back to ensure				
	Janaces					procedures remain strong following				
						absence and under alternative				
						circumstances.				
					•	Nest staff to register their nest based				
						on the list provided by admin staff. E-				
						schools registers to be used.				
					•	Staff linked to nests will be				
						responsible for leading children out of				
						emergency fire door to assembly				
						point.				
					•	Review of fire risk assessment and				
						allocation of areas for fire wardens				
						and INSET day to be used to reaffirm				
						fire and bomb evacuation procedures				
						with all staff. Fire doors will not be				
						propped open at any point in line with				
	Direct	Υ	Υ	Υ		Cheshire Fire and Rescue guidelines.	10	N 4	10	N.4
34	Direct	Y	Y	Y	•	If a child becomes ill:	10	М	10	M
Risk of	transmission					1. First aider made aware to				
infecting	of COVID -19					attend. PPE (specific to task –				
pupils and	virus from					including the use of IIR2				
staff if	being in close					mask if working with				

	T	
symptomati	proximity to	activities likely to generate
c pupils and	people with	aerosols) to be worn by first
staff are not	the virus (i.e.	aider and social distancing
managed in	person to	observed.
line with	person	2. Admin staff will supervise
the	transmission -	nest of first aider if necessary
guidance	hand to hand,	from a distance.
garaarice	hand to	3. Child escorted to disabled
	mouth, hand	toilet.
	to body)	4. Parent contacted by member
	to body)	of staff.
	lus altum ad	
	Indirect	5. Other children in nest to be
	transmission	moved outside to allow for
	of COVID-19	some level of immediate
	virus from	disinfection, parents
	hand and	contacted and advised to
	hands contact	self-isolate.
	with	6. Phone call made to Julie
	contaminated	Edinburgh and cleaning staff
	surfaces	advised to deep clean
		classroom and toilet facilities
		– PPE provided. Sign placed
		on door to explain that room
		is awaiting cleaning.
		7. Call 999 if the child is
		seriously ill, injured or life is
		at risk.
		If staff member becomes ill: A Marin staff to inform first
		1. Admin staff to inform first
		aider.
		2. Admin to monitor affected
		nest.
		3. Staff member to be sent
		home and told to inform
		school of developments.
		If a child or staff member tests
		positive, school will follow
		guidance from Public Health and
		DfE.
		School to remain in contact with
		affected family or staff member
		to establish if testing is positive
		or negative and discuss possible
		return. If a test is not taken, the
		school will air on the side of
		caution.
		Staff handbook to include

procedures Inited to dealing with symptomatic individuals or groups. Confirm emergency contact details for all attending pupils. Ensure that staff are aware of the process for sending home pupils or other staff it they become unwell with a new, continuous cought or a high the process for sending home pupils or other staff it they become unwell with a new, continuous cought or a high follow the COVID-19, guidance for households with possible coronavirus infection guidance. Clean the affected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people. See the COVID-19; deaning of non-healthcare settings guidance. Any materials which result from the lillness of an individual e.g. itsues, sick buckers are via de disposed of in line involve them being securely begged up and stored in a designated safe zone for 72 hours to reduce the risk of infection for reflects enrices. Where necessary, school will seek advice rome whole the earth figland. Publichealth@warrinaton.gov.uk School will actively engage in the NHS Test and Trace systems. https://www.acv.uk/nevermment/gub lications/actions-for-schools-during-the-concentrations-guid-nous-for-for-ful-guerna-schools Diarrhea Persistent headache			
erous. • Confirm emergency contact details for all attending pupils. • Ensure that staff are aware of the process for sending home pupils or other staff if they become unwell with a new, continuous cough or a high temperature and advise them to follow the COVID-19: guidance for households with possible coronatives infection guidance. • Clean the alfected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people. See the COVID-19: clean mine affection on to other people. See the COVID-19: clean mine of mine the people of the people of the people of the people. See the COVID-19: clean mine of non-healthcare settings guidance. • Any materials which result from the illness of an individual e.g. tissue, sick buckets etc will be disposed of in line with COVID-19: guidance which will involve them being securely bagged up and stored in a designated safe zone for 72 hours to reduce the risk of infection for refuse services. • Where necessary, school will seek advice from public Health England. Publichealth@warnraton.acv.uk • School will actively engage in the NHS Test and Trace systems. https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavia-coute-park-guidance-for-full-gening-schools • Staff will be able to access testing if they feel that they are symptomanic. • Recognised symptoms as of 2.7.201 include: • Persistent headache • Feer and chills			procedures linked to dealing
erous. • Confirm emergency contact details for all attending pupils. • Ensure that staff are aware of the process for sending home pupils or other staff if they become unwell with a new, continuous cough or a high temperature and advise them to follow the COVID-19: guidance for households with possible coronatrus infection guidance. • Clean the alfected area with normal household shift hossible coronatrus infection guidance. • Clean the alfected area with normal household disinfectant after someone with symptoms has left will reduce the risk of passing the infection on to other people. See the COVID-19: cleaning of non-healthrare settings guidance. • Any materials which result from the illness of an individual e.g. tissue, sick buckets etc will be disposed of in line with COVID-19: guidance which will involve them being securely bagged up and stored in a designated safe zone for 72 hours to reduce the risk of infection for retus services. • Where necessary, school will seek advice from public Health England. Publichealth@warnraton.acv.uk • School will actively engage in the NHS Test and Trace systems. https://www.gapu.durgo.er/schools-during-the-coronavirus-purposars and the public public actions for schools-during-the-coronavirus-guidance-for-full opening-schools • Staff will be able to access testing if they feet that they are symptomasic. • Recognised synthems as 62.2.7.021 include: • Persistent headache • Feerer and chills			with symptomatic individuals or
Confirm emergency contact details for all attending pupils. Ensure that staff are aware of the process for sending home pupils or other staff if they become unwell with a new, continuous cough or a high temperature and advise them to follow the COVID-19: guidance for households with possible coronavirus infection guidance. Clean the affected area with normal household disinfectant atter someone with symptoms has left will reduce the risk of passing the infection on to other people. See the COVID-19: cleaning of non-healthcare settinos guidance. Any materials which result from the lilness of an individual e.g. tissues, sick buckets et will be disposed in him with COVID-19: guidance which will inwolve them being securely begged to the covince of			
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O Diarrhea O Persistent headache O Fever and chills		•	
O Persistent headache O Fever and chills			
Fever and chills			
o Shortness of breath			
o Fatigue			
Muscle and body aches			Muscle and body aches

	o Sore throat	
	o Congestion or runny	
	nose	
	Nausea or vomiting	
	https://www.gov.uk/government/pub	
	lications/covid-19-stay-at-home-	
	guidance/stay-athome-guidance-for-	
	people-with-confirmed-or-possible-	
	coronavirus-covid-19-infection -	
	guidance can be found here for	
	parents and carers.	

35	Direct	Υ	Υ	Υ	•	All inhalers have been checked and	15	М	15	М
	transmission	'			•	followed up on to ensure that they		'*'	13	141
Challenges	of COVID -19					are in date.				
presented										
by the need	virus from				•	Behaviour policy updated prior to				
for 1 to 1	being in close					school reopening. Any risk of spitting				
contact	proximity to					or other behaviour difficulties that				
such as first	people with					require close contact with the child				
aid or	the virus (i.e.					will have an individual risk assessment				
restraint	person to					to be written (or health care plan).				
	person				•	Masks and adequate PPE to be worn				
	transmission -					where necessary. This will include IIR2				
	hand to hand,					mask as a minimum if the activity is				
	hand to					likely to generate aerosols.				
	mouth, hand				•	Parents to be contacted in the event				
	to body)				•	of any restraint.				
	,,									
	Indirect				•	First aid to be provided only in case				
	transmission					which require.				
	of COVID-19				•	Use of PPE for any first aid incident				
						which requires it.				
	virus from				•	Where possible, allow children to				
	hand and					perform some tasks under supervision				
	hands contact					from first aider e.g. cleaning scrapes.				
	with					However, if action is required this will				
	contaminated					be the role of the first aider.				
	surfaces				•	Medication administered to children				
						will need to follow existing school				
						medication protocol. Liquids need to				
						be accompanied by an oral syringe				
						which allows for the administering of				
						medication adhering to social				
						distancing.				
					•	First aid materials which are deemed				
						to be hazardous will be disposed of				
						using COVID-19 guidance. This will				
						ensure their storage for 72 hours				
						before processing by refuse collection.				
					•	Emergency inhaler to be used on only				
						one occasion then disposed of. Office				
						to be made aware if this occurs.				
36	Direct	Υ	Υ	Υ	•	Staff in cohort nests to register	5	L	5	L
Registering	transmission					children using e-schools system.	-			
children and	of COVID -19				•	Registers printed out by admin team				
	virus from				•	as emergency evacuation register.				
evacuation	being in close				_					
needs	proximity to				•	No paper registers will be used in class				
	people with					at this time.				
	the virus (i.e.									

per	rson to						
per	rson						
trar	nsmission -						
han	nd to hand,						
han	nd to						
mo	outh, hand						
	body)						
	,,						
Indi	lirect						
	nsmission						
	COVID-19						
	us from						
	nd and						
	nds contact						
with							
	ntaminated						
	faces						

			1		1		1		T	1	
Reporting of injuries, Diseases and Dangerous Occurrences to the HSE	Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces	Y	Y	Y	•	All relevant staff to be made aware of the changes made to the Reporting of Injuries, Diseases and Dangerous Occurrence Regulation 2013 to ensure the appropriate information is sent to the Community Safety and Resilience Team via the online accident/incident reporting system — who will report onto the HSE on the behalf of all Community schools and those that buy into the H&S Service via an SLA. Staff identified in school in line with RIDDOR procedure at all times. Staff made aware of who to speak to in the event of possible contamination. Number of COVID cases to be included on Head Teacher's report to governors. School to follow guidance established in report below linked to how, if and when to report a confirmed case or fatality linked to COVID-19. See HSE guidance re RIDDOR and Coronavirus (COVID-19) (More information the reporting of RIDDOR incidents can be found in the qtr. 2 Edition of the Schools Health and Safety Bulletin via MSS.)	5	L		5	L
38 Emotional distress linked to phased return, events linked to pandemic and ongoing challenges.	Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect	Y	Y	Y	•	sDQ checks may be used to analyse the wellbeing of children during the return to school. Transition meetings will have been held remotely for all pupils. Parents of children with SEMH, as identified in their EHCP, will work in partnership with the class teacher and SENDCo to establish the correct pathway for transition back into school for the individual child. Behaviour policy updated to take the changing needs of the children and expectations of social distancing into consideration. School website contains wide range of materials to support individuals and	10	M		10	M

	transmission	families through bereavement or
	of COVID-19	emotional stress.
\	virus from	Staff and families directed towards
h	hand and	materials through weekly meetings or
h	hands contact	pupil welfare calls.
\	with	Head, deputy and SENDCo have made
	contaminated	welfare calls to all vulnerable and
9	surfaces	SEND pupils during the summer term.
		Additional staff to be deployed to
		children who have wellbeing needs
		linked to school closure where
		possible. This will not compromise
		class 'nests'.
		Curriculum offer, both online and face
		to face, will provide the opportunity
		for children to process their
		experiences and promote better
		mental health.
		Staff training, through online
		resources, will be developed by PSHE
		lead – resources and lesson plans
		designed to cover loss, anxiety and
		relationships.
		Greater emphasis placed on the PSHE Washington an action to average the second seco
		curriculum on return to support
		transition back into school –
		supporting children with anxiety, self-
		esteem, dealing with trauma and
		behaviour.
		School engaging with Chester
		University to develop Trauma
		Informed awareness of staff.
		Workload impact assessments to be
		completed and stress surveys issued
		to all staff at regular times to monitor
		staff wellbeing and provision.
		Any classes placed into home learning
		will be supported by their key staff.
		SLT will monitor the staff members
		throughout the week and look to
		address any issues promptly which
		make the role stressful or challenging.
		Timetable will be in place for isolating
		classes to allow for the staff to have
		sufficient time to interact with work
		and to set new tasks.
		Any correspondence with staff
l l		· · · · · · · · · · · · · · · · · · ·

		1 1 1 1 111 1		
		beyond classwork will be made		
		through the school office		
		<pre>newchurch_primary@sch.warrington.</pre>		
		gov.uk and will not be addressed		
		through the Google Classroom.		
		Youth In Mind and MIST contacted		
		with specific referrals for those		
		children who have been identified as		
		needing additional support.		
		CPD in place to develop staff		
		understanding of supporting children		
		who find the current situation		
		challenging.		
		Review of PPA provision to ensure		
		weekly PPA for staff without		
		compromising nests.		
		 Breathe coaching introduced from 		
		September 2021 to support the		
		reduction of anxiety.		
		Therapeutic interventions delivered		
		appropriate to need.		
		Therapy dog to be permitted back into		
		school to support children within the		
		curriculum. Timetable established for		
1 1	1	this.		

39	Direct	Υ	Υ	Υ	•	Children will be split into phase	10	М	10	М
Social	transmission			•		groups linked to key stages. Where				
	of COVID -19					possible children will remain				
distancing	virus from					separated from other phases.				
of children	being in close					Children will be collected from nests				
and staff in	_				•					
wrap-	proximity to					in line with staggered departure from				
around care	people with					school.				
	the virus (i.e.				•	Children will have access to set				
	person to					resources linked only to their nest.				
	person				•	Children's belonging will be stored in				
	transmission -					their nest.				
	hand to hand,				•	Children will follow the one way				
	hand to					system to move around the hall.				
	mouth, hand				•	Children will wash their hands when				
	to body)					arriving in wrap-around care and				
						before and after eating.				
	Indirect					The children will use the 'Harry Potter'				
	transmission				_					
	of COVID-19					toilet during wrap around care. This				
	virus from					will be cleaned by staff after each use.				
	hand and				•	The hall will be set up to ensure that				
	hands contact					individuals are aware of boundaries				
	with					between nests.				
					•	Timetable established for nests to use				
	contaminated					outdoor space.				
	surfaces				•	In the event of lockdown of any				
						cohorts, the designated nests in				
						Newchurch Robins will also isolate in				
						line with government guidance.				
40	Direct	Υ	Υ	Υ	•	Staff timetabled to reduce number of	10	М	10	М
Staffing in	transmission					adults on site whilst maintaining				
wrap-	of COVID -19					ratios.				
around care	virus from				•	Staff induction linked to expectations				
around care	being in close					during wrap-around care.				
	proximity to				•	COVID-19 kits positioned for each				
	people with				•					
	the virus (i.e.					nest.				
					•	First aid procedures and responding to				
	person to					symptomatic individuals in line with				
	person					wider school practice. The same				
	transmission -					facilities will be used in this case.				
	hand to hand,				•	Staff will be allocated to either KS1 or]			
	hand to					KS2 bubbles.]			
	mouth, hand]]	
	to body)									
	Indirect									
	transmission									
1	of COVID-19				i		1		1	1

virus from					
hand and					1
hands contact					1
with					1
contaminated					1
surfaces					1

Food preparation in wrap- around care	Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19	Y	Y	Y	•	Food will be prepared by staff with food hygiene qualification. Food will be served to each nest individually rather than centrally. Food preparation will not interfere with ratios. Strict hygiene linked to cleaning hands will be adhered to.	5	L	5	L
	virus from hand and hands contact with contaminated surfaces									
Arrival and departure for wrap around care	Direct transmission of COVID -19 virus from being in close proximity to people with the virus (i.e. person to person transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from	Y	Y	Y	•	Children will arrive and depart through the school main entrance. Parents will ring the bell during drop off and collection. Children will be collected and escorted out by 'Robins' staff. Parents will not be permitted into the school building beyond the main entrance. Children will use the one way system when entering and exiting the hall. Children will need to be on site and may only be able to be collected at designated times to avoid overcrowding. Parents must make arrangements with admin team prior to the child being in wrap-around care to ensure that ratios can be maintained. Staff will not be expected to carry	10	M	10	M
	hand and hands contact					items for children to avoid contamination.				

with contaminated surfaces					

	Direct	Υ	Υ	Υ		Children to along bonds hafers	г	1		Г	i
43		Y	Y	Y	•	Children to clean hands before	5	L		5	L
Mixing of	transmission					and after breaks.					
pupils	of COVID -19				•	Any surfaces to be cleaned prior					
during	virus from					to and following lunch.					
break and	being in close				•	Children bringing their own					
lunch times.	proximity to					lunches should also be able to					
	people with					dispose of their packaging after					
	the virus (i.e.					lunch.					
	person to					Staff to remind children of					
	person				•						
	transmission -					expectations and to remain					
						vigilant at all times.					
	hand to hand,				•	Lunch times staggered for all					
	hand to					classes to allow access to the hall					
	mouth, hand					and serving hatch.					
	to body)				•	Where possible, children and					
						staff will use the one way system					
	Indirect					to access the hall.					
	transmission					Staff lunch times will be					
	of COVID-19				•						
	virus from					staggered to ensure that shared					
	hand and					spaces are not crowded.					
					•	Lunchtime assistants' hours					
	hands contact					staggered and communicated to					
	with					cover scheduled breaks of					
	contaminated					children.					
	surfaces				•	Children to use designated					
						seating areas for lunch which will					
						be cleaned by staff following use.					
					•	Break times and lunch times will					
						be staggered in terms of time					
						outdoors with set spaces					
						allocated to each nest.					
					•	One lunchtime assistant will be					
						allocated to each class to reduce					
						crossover of staff. They will be					
						there to scrape plates, wipe					
						tables and supervise during					
						,					
	Direct		\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	V	1	outdoor time.	10	N 4		10	D 4
44	Direct	Υ	Υ	Y	•	Kitchen staff will work as a	10	М		10	M
Mixing of	transmission					bubble with staff remaining in					
staff and	of COVID -19					this area of the school.					
pupils	virus from				•	Staff room areas will be cleaned					
whilst	being in close					after use.					
providing	proximity to				•	No dirty cutlery or plates etc					
school	people with					should be left in the staff room					
meals	the virus (i.e.					area.					
incuis	person to					Designated toilet used for lunchtimes					
	person					pesignated toller used for inficitilities					
	PCI30II	l		1			1		1		

transmission - hand to hand, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces	with staff organised to clean in between use. Teaching staff will encourage children to use the toilet prior to lunch. • Cleaning facilities available for kitchen staff. • Lunchtime staff provided with hand sanitiser. • https://classroom.cypad.net/Waringdry/site used for children to select school meals prior to lunch, allowing for food to be prepared in advance. This will reduce time at the counter and need for children to access shared resources. • Shared spaces have been timetabled for staff to ensure that they do not become
	overcrowded.

45	Risk of	Υ	Υ	Υ	If advised by the local authority or Public	5	l i	5	ı
Communica	exposure to	-	-	-	Health to isolate a class, the school will:		-		_
	COVID-19 if				Parents and staff will be informed by				
tion in the	communicatio				text through Teachers2Parents to				
event of an	n is poor.								
outbreak.	11 IS POOT.				confirm positive case.				
					Parents called to collect children				
	Limited				within a designated window to avoid				
	awareness of				cross contamination – parents to				
	procedures				follow exterior one-way system. This				
	linked to				will coordinated by office staff.				
	school closure				 School website to contain key 				
	and public				information and contact details for				
	health.				support groups and .gov sites.				
					Learning will be in place for all				
					children through Google Classroom				
					along with instructions on how to				
					access it in the event of isolation.				
					 School will contact local authority and 				
					Public Health England to inform them				
					<u> </u>				
					of lockdown and seek advice				
					01925443322 – Warrington Outbreak				
					Support Office				
					publichealth@warrington.gov.uk				
					Governors contacted to inform them				
					of the situation.				
					 Contractors and support teachers to 				
					be contacted through test and trace				
					by admin team.				
					 Chromebooks have been purchased 				
					for all pupils deemed to be vulnerable				
					or in need of technical support. This				
					has been decided through parent				
					questionnaires and phone calls home.				
					All Chromebooks have been				
					distributed to classes in isolation and				
					those in immediate need.				
					Chromebooks are sent out in clear,				
					zip-up plastic wallets. The children's				
					names and serial numbers clearly				
					marked on the side.				
					The return of Chromebooks which are				
					being brought back will have a set				
					date for parents in the event of				
					isolation. These will be returned in				
					plastic wallets and quarantined for 72				
					hours. In the event of further				
					lockdown, the children will receive the				

same laptop. • All children have resource packs and devices to ensure the continuation of learning.	
School to follow government guidance.	

1.5	Direct	Υ	Υ	1.	Affected areas would be isolated in	10	М	10	M
46		1	1	•		10	IVI	10	IVI
Building in	transmission				line with current nests.				
the event of	of COVID -19			•	School will contact local authority and				
an	virus from				Public Health England to inform them				
outbreak.	being in close				of lockdown and seek advice				
	proximity to				01925443322 – Warrington Outbreak				
	people with				Support Office				
	the virus (i.e.				publichealth@warrington.gov.uk				
	person to			•	School to contact Julie Edinburgh with				
	person				regards to deep clean and hygiene				
	transmission -				moving forward.				
	hand to hand,								
	hand to			•	Building maintenance will continue				
	mouth, hand				through site manager or designated				
					SLT members to ensure services are				
	to body)				maintained e.g. flushing etc.				
	Indirect								
	transmission								
	of COVID-19								
	virus from								
	hand and								
	hands contact								
	with								
	contaminated								
	surfaces								
47	Direct	Υ	Υ	•	School to ensure that new staff are	10	М	10	М
Staffing in	transmission				trained in the use of computing				
the event of	of COVID -19				technology and Google Suite to				
an	virus from				deliver remote learning and offer				
outbreak.	being in close				continuity.				
outbreak.	proximity to				Vulnerable staff scheduled to work in				
	people with			•					
	the virus (i.e.				limited nest groups to reduce risk of				
	· ·				cross contamination.				
	person to			•	Staff linked to their own cohort.				
	person			•	Shared spaces to be kept clean to				
	transmission -				reduce the need for test and trace				
	hand to hand,				links between cohorts.				
	hand to			•	Office to keep a record of staff on site				
	mouth, hand				at all times in order to communicate				
	to body)				need for isolation if required.				
				•	Additional teaching staff (e.g. music				
	Indirect				professionals) informed of outbreak				
	transmission				management plan.				
		1							
1	of COVID-19			۱ -	Staff to inform office when arriving				
	of COVID-19 virus from			•	Staff to inform office when arriving				
				•	and departing school to be signed off				
	virus from			•					

with	will be supported by their key staff	
-	will be supported by their key staff.	
contaminated	SLT will monitor the staff members	
surfaces	throughout the week and look to	
	address any issues promptly which	
	make the role stressful or challenging.	
	 Timetable will be in place for isolating 	
	pupils to allow for the staff to have	
	sufficient time to interact with work	
	and to set new tasks.	
	 Any correspondence with staff 	
	beyond classwork will be made	
	through the school office	
	newchurch primary@sch.warrington.	
	gov.uk and will not be addressed	
	through the Google Classroom.	
	Staff will be working in school within	
	their own classrooms. This will allow	
	for vulnerable pupils and EHCP	
	children to be supported by their own	
	staff. Online learning will be in place	
	for those working from home.	

						,				
48	Direct				 School admin team to contact all 	5	L		5	L
Critical	transmission				critical worker and priority families in					
workers and	of COVID -19				order to confirm expectation to					
priority	virus from				attend school.					
groups in	being in close				Any children of critical workers					
	proximity to				contacted by NHS Test and Trace will					
the event of	people with									
an					need to self-isolate and remote					
outbreak.	the virus (i.e.				learning plan will be put in place.					
	person to									
	person									
	transmission -									
	hand to hand,									
	hand to									
	mouth, hand									
	to body)									
	Indirect									
	transmission									
	of COVID-19									
	virus from									
	hand and									
	hands contact									
	with									
	contaminated									
	surfaces									
	Poor									
	communicatio									
	n with critical									
	worker and									
	vulnerable									
	families or the									
	lack of									
	available									
	support.									
49	Direct	Υ	Υ	Υ	In the event of an outbreak and following	5	L	•	5	L
Wrap-	transmission				guidance to isolate, the school will:					
around care	of COVID -19				 Communicate to families that wrap- 					
	virus from				around care will cease to be available.					
in the event	being in close				 Wrap around care will only be 					
of an						1				
outbreak.	proximity to				available to families deemed as critical					
	people with				workers or vulnerable (and children in	1				
	the virus (i.e.				KS1). This will be linked to the original					
	person to				data base.	1				
	person									
	transmission -									
	hand to hand,					1				
	- /			1		1				

hand to				
mouth, hand				
to body)				
Indirect				
transmission				
of COVID-19				
virus from				
hand and				
hands contact				
with				
contaminated				
surfaces				

50	Direct	Υ	Υ	Υ	Parents will have the option of face to face	10	М	10	М
Parental	transmission	-			or virtual conference. In the event of a				
conferencin	of COVID -19				virtual conference, the following will take				
g days	virus from				place:				
guays	being in close				Set times in place for parents to select				
	proximity to				though Parent Pay system.				
	people with				Parents notified of ten minute				
	the virus (i.e.				window and that meeting will end				
	person to				promptly at this point.				
	person				Five minute change over in place				
	transmission -				between meetings to allow for chairs				
	hand to hand,				and tables to be cleaned by staff.				
	hand to				and tables to be cleaned by stan.				
	mouth, hand				In the event of a face to face conference,				
	to body)				the following will take place:				
	to body)								
	Indirect				Social distancing measures adhered to				
	transmission				during the meeting to ensure that				
	of COVID-19				there is a safe distance between				
	virus from				parents and staff.				
	hand and				No access for parents to books or				
	hands contact				resources at this stage in the school				
	with				year.				
	contaminated				One parent only will be allowed to				
	surfaces				attend, in line with drop off and				
	Surfaces				collection systems.				
					Office staff will coordinate arrival and				
					departure of parents, including				
					explaining any safety procedures and				
					directing them towards hand				
					sanitisation.				
					Parents will have access to the school				
					car park for waiting but will not be				
					allowed into the building until their				
					designated slot to reduce risk of				
					mixing with other groups.				
					No documentation will be shared				
					during the meeting. Any				
					communications or feedback will be				
					run through Google Suite (Forms).				
51	Direct	Υ	Υ	Υ	PTA events will remain closed until	10	М	10	M
Events	transmission				January 2022.				
	of COVID -19				Christmas productions will take place				
	virus from				but there will be an increase in the				
	being in close				number of performances and the				
	proximity to				audience will be restricted to one				
	people with				adult per child. In the event of an				
	the virus (i.e.				outbreak, Christmas productions will				

parents.	T			
transmission hand to hand, hand to hand, hand to hand, hand to mouth, hand to mouth, hand to body) Indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces Indirect transmission of Large and the surface of	per	rson to	be recorded and shared virtually with	
into phase groups and ensures ocial distancing between children, staff and parents by rotation around the field. Indirect transmission of COVID-19 however the stagered throughout the school day and situated outdoors if possible. 1 Year 6 end-of-year performance will have restricted numbers in the audience and the awards ceremony will be outside. 1 All additional or new events will be assessed by SLT prior to being allowed to roun. 2 Performances will adhere to these procedures: 3 Parents contacted prior to the event in limit and organise numbers. Number of tickets per family imitted across the events. 4 Parents contacted prior to the event in limit and organise numbers. Number of tickets per family imitted across the events. 5 Parents contacted prior to the event to limit and organise numbers. Number of tickets per family imitted across the events. 6 Hall to be out of bounds during performances to all other contorts. 7 Seats grouped to ensure that bubbles are largely maintained. 8 All props and costumes to be quarantimed prior to the performance. 9 Children to be dismissed by staff to their families to reduce family bubbles; crossing over. 1 Adults to use the toilet in the entrance hall should they need to do so. 2 Adults will enter through the front entrance and will be dismissed by staff to reduce betweeneding and the staff to the entrance and will be dismissed by staff to the reduce betweeneding and the staff to the entrance and will be dismissed by staff to reduce betweeneding and the produce and the produced a	per	rson	parents.	
mouth, hand to body) Indirect transmission of COVID-19 (virus from hand and hands contact transmission of COVID-19 (virus from hand and hands contact transmission of COVID-19 (virus from hand and hands contact transmission of COVID-19 (virus from hand and hands contact transmission of COVID-19 (virus from hand and hands contact transmission of COVID-19 (virus from hand and hands contact transmission of COVID-19 (virus from hand hands contact transmission of COVID-19 (virus from hand hands contact transmission of COVID-19 (virus from hand hands contact transmission of COVID-19 (virus from hands of C	trar	nsmission -	Sports days will take place but split	
mouth, hand to body) Indirect indirect transmission of COVID-19 wires from hand and hands contact with the service of mumbers in the audience and the awards exeremony will be outside. **At this point, no whole school assemblies will take place due to eventilation.** **At this point, no whole school assemblies will take place due to eventilation.** **Indiana to be serviced or mumbers in the audience and the awards exeremony will be outside. **At this point, no whole school assemblies will take place due to eventilation.** **All additional or new events will be assessed by \$1T prior to being allowed to run. **Performances will adhere to these procedures: **Performances will adhere to these procedures: **Performances will adhere to these procedures: **Performances to all other cohorts.** **All to be out of bounds during performances to all other cohorts.** **Seats grouped to ensure that bubbles are largely maintained.** **All points are grey maintained.** **All points are largely maintained.** **All program and costumes to be quarantined prior to the performance.** **Children to be dismissed by staff to their families to reduce family bubbles crossing over.** **Adults to use the tolet in the entrance.** **Adults to use the tolet in the entrance.** **Adults will enter through the front entrance and will be dismissed by staff to reduce buttlenecking and the standard and and and and and and and and and an	han	nd to hand,	into phase groups and ensure social	
mouth, hand to body) Indirect Indirect Itransmission of CCOVID-19 wirus from hand and hands contact with contaminated surfaces Surfaces Indirect Surfaces Indirect Itransmission of CCOVID-19 how the school day and situated outdorous fip possible. Year 6 end of-year performance will have restricted numbers in the audience and the awards cremony will be outside. Indirect Indi	han	nd to	distancing between children, staff and	
to body) Indirect Iridirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces All the point, no whole school assemblies will take place due to ventilation. Performances will above assessed by SIT prior to being allowed to ror. Performances will adhere to these procedures: Parents contacted prior to the event to limit and organise numbers. Number of tickets per family limited across the events. Hall to be out of bounds during performances. Seats grouped to ensure that bubbles are largely maintained. All props and costumes to be quarantined prior to the performance. Children to be dismissed by staff to their families to reduce family bubbles crossing over. Adults to use the tollet in the entrance hall should they need to do so. Hand sanitizer to be available on entrance. Adults will enter through the front entrance and will be dismissed by staff to reduce bottleneking and	mo	outh, hand		
Indirect transmission of CCOVID-19 virus from hand and hands contact with contaminated surfaces				
indirect transmission of COVID-19 virus from hand and hands contact with contaminated surfaces 4				
virus from hand and hands contact with contaminated surfaces **Perf 6 end-of-year performance will have restricted numbers in the audience and the awards ceremony will be outside. **At this point, no whole school assemblies will take place due to ventilation. **All additional or new events will be assessed by SLT prior to being allowed to run. **Performances will adhere to these procedures: **Performances will adhere to these procedures: **Parents contacted prior to the event to limit and organise numbers. Number of tickets per family limited across the events. **Hall to be out of bounds during performances to all other cohorts. **Seats grouped to ensure that bubbles are largely maintained. **All props and costumes to be quarantined prior to the eperformance. **Children to be dismissed by staff to their families to reduce family bubbles crossing over. **Adults to use the toollet in the entrance hall should they need to do so. **Hand sanitizer to be available on entrance. **Adults vill enter through the front entrance and will be dismissed by staff to reduce bottlenecking and	Indi	lirect		
of COVID-19 virus from hand and hands contact with contaminated surfaces **At this point, no whole school assemblies will take place due to ventilation. **All additional or new events will be assessed by SLT prior to being allowed to run. **Performances will adhere to these procedures: **Parents contacted prior to the event to limit and organise numbers. Number of tickets per family limited across the events. **Hall to be out of bounds during performances to all other cohorts. **Seats grouped to ensure that bubbles are largely maintained. **Jil props and costumes to be quarantimed prior to the performance. **Children to be dismissed by staff to their families to reduce family bubbles crossing over. **Adults to use the toiled in the entrance hall should they need to do so. **Hand sanitizer to be available on entrance. **Adults will enter through the front entrance and will be dismissed by staff to reduce family bubbles crossing over. **Adults will enter through the front entrance and will be dismissed by staff to reduce family bubbles crossing over. **Adults will enter through the front entrance and will be dismissed by staff to reduce family businessed by staff to reduce family businessed by staff to reduce bottlenecking and staff to reduce family businessed by staff to reduce bottlenecking and staff to reduce the control of				
virus from hand and hands contact with contaminated surfaces 4. At this point, no whole school assemblies will take place due to ventilation. 5. All additional or new events will be assessed by SLT prior to being allowed to run. 6. Parents contacted prior to the event of the event to limit and organise numbers. Number of tickets per family limited across the events. 6. Hall to be out of bounds during performances to all other cohorts. 7. Seats grouped to ensure that bubbles are largely maintained. 8. All props and costumes to be quarantined prior to the performance. 9. Children to be dismissed by staff to their families to reduce family bubbles crossing over. 9. Adults to use the totalet in the entrance hall should they need to do so. 1. Hand sanitizer to be available on entrance. 1. All state the totalet in the entrance hall should they need to do so. 1. Hand sanitizer to be available on entrance. 1. All state the treatment of the performance will be dismissed by staff to reduce shall be onternance. 2. Adults vill enter through the front entrance and will be dismissed by staff to reduce shall should they need to do so.				
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hands contact with contaminated surfaces • At this point, no whole school assemblies will take place due to ventilation. • All additional or new events will be assessed by SLT prior to being allowed to run. • Performances will adhere to these procedures: • Parents contacted prior to the event to limit and organise numbers. Number of tickets per family limited across the events. • All to to be out of bounds during performances to all other cohorts. • Seats grouped to ensure that bubbles are largely maintained. • All props and costumes to be quarantined prior to the performance. • Children to be dismissed by staff to their families to reduce family bubbles crossing over. • Adults to use the toilet in the entrance hall should they need to do so. • Hand sanitizer to be available on entrance. • Adults will enter through the front entrance and will be dismissed by staff to reduce bottlenecking and				
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	Direct	Υ	Υ	Υ	Τ.	All references for the successful	5	1	5	L
52		1	1	ī	•	candidate will be collected prior to	3	_	3	L
Recruitmen	of COVID -19					•				
	virus from					any position being taken up in school.				
	being in close				•	Where possible, internal coverage will				
	- C					be used to limit the number of new				
	proximity to					starters in the building.				
	people with				•	Full induction with the procedures				
	the virus (i.e.					across school and outlined in this				
	person to					document will be given upon starting.				
	person				•	Any applications for posts will need to				
	transmission -					be completed online and emailed to				
	hand to hand,					the school to limit the need for				
	hand to					handling documentation.				
	mouth, hand				•	Sharing of materials with governors				
	to body)					will only be done through secure				
						systems within the schools mailing				
	Indirect					structure.				
	transmission				•	Recruitment processes may involve				
	of COVID-19					candidates working with children				
	virus from					within the school and communicating				
	hand and					with school staff. Current school				
	hands contact					health and safety protocols will be				
	with					deployed throughout with all				
	contaminated					candidates made aware of the				
	surfaces					expectations.				
					•	Where possible, any features of the				
						process which can be virtual will be				
						carried out using Google Meets.				
	Risk of	Υ				Display Screen Equipment (DSE)	5	L	5	L
53	repetitive	'			•	assessment has been put in place for	,	_	٦	_
Working	strain injuries					all staff deemed vulnerable to injury				
online	linked to									
(Staff)						via heightened use of online working				
	working					linked to lockdown.				
	online for				•	Equipment purchased to support staff				
	prolonged					where recognised pain or injury is				
	periods.					evident (e.g. wrist pads, sloping desks				
						etc).				
					•	Regular movement breaks				
						recommended to all staff working				
						online for a prolonged period.				
54	Inability to	Υ	Υ		•	Surveys sent to all staff to allow them	10	М	10	M
Additional	perform tasks					to offer feedback on provision in				
wellbeing	linked to their					school and their personal levels and				
procedures	role due to				1	causes of stress (as detailed in the				
-			1							
(Staff)	mental effects					staff wellbeing policy).				

	consistent and ensures that all staff	
	are aware of expectation in school	
	and reasons behind these changes.	
	Wellbeing days in place for all staff.	
	Staff workload has been a key point	
	for SLT consideration.	
	SLT to respond in a timely manner to	
	any changes in guidance which may	
	affect staff wellbeing and workload.	

	Direct	Υ	Υ	Υ	•	Any families or staff intending to leave	10	М	10	М
55		1	1	ı	•		10	IVI	10	IVI
Holidays	transmission					the British Isles at any point, including				
abroad –	of COVID -19					during school closure/holidays will				
school not	virus from					need to inform the school office or				
informed	being in close					Head Teacher.				
	proximity to				•	Anyone who leaves the British Isles				
	people with					and enter into another country must				
	the virus (i.e.									
						abide by its expected rules on COVID.				
	person to				•	Any individual returning to Britain				
	person					from a country which is not on the list				
	transmission -					of places permitted by the				
	hand to hand,					government guidelines will be				
	hand to					expected to quarantine for a period of				
	mouth, hand					10 days upon their return. This may				
	to body)									
	to body)					require children to engage in online				
						learning if school deems it necessary				
	Indirect					from an attendance perspective.				
	transmission									
	of COVID-19									
	virus from									
	hand and									
	hands contact									
	with									
	contaminated									
	surfaces									
56	Risk linked to	Υ	Υ	Υ	•	Children will be monitored in their use	5	L	5	L
Online	extended					of online resources by parents and				
	periods of					carers. This will be supported by				
safety	online									
						school through guidance materials				
	learning					which are available at all times				
						through school website.				
					•	Pupils will be guided to specific				
						websites as part of their learning to				
						reduce the use of alternative sources.				
					•	Safer Internet Day will be conducted				
					•					
						in school and will support families on				
						how to look after children when				
						working online.				
					•	Children to use Google Classroom				
						structure for learning which will allow				
						for control of the sites which children				
I				ı	1					
						accoss and will allow them a secure				
						access and will allow them a secure				
						platform.				
					•	platform. Children will have access to				
					•	platform.				
					•	platform. Children will have access to alternative online resources in line				
					•	platform. Children will have access to				